

Burke County Public Library
Departmental Trustees Meeting
March 26, 2019 at 4:00 p.m.
C.B. Hildebrand Public Library

Trustees Present: John Cantrell, Johnnie Carswell, Jennie Cook, Frances Hildebran, Wendell Hildebrand, Marilee Stettler, Sherry Willard

Trustees Absent: Les Cothren

Staff/Guests Present: Jim Wilson, Library Director

Library Director Jim Wilson called the meeting to order at 4:00 pm. It was noted a quorum was present.

Election of Officers: Library Director Wilson noted the first order of business was to elect officers for the coming year. He told the board that the current officers were all willing to serve another term. He then opened the floor for nominations. A motion to nominate the current officers to serve another term was made by Jennie Cook, seconded by Frances Hildebran, and approved by board – Les Cothren, Chair; Sherry Willard, Vice-Chair; and Marilee Stettler, Secretary.

Approval of Minutes: A motion to approve the minutes of the June 26, 2018 meeting as presented was made by Jennie Cook, seconded by John Cantrell, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Library Director, Jim Wilson said that revenues are coming in on schedule. Fines and fees are behind last year, he said, by about \$1,900.

Wilson said the library has completed and submitted its E-rate reimbursements. The library will receive \$3,495 this year, he said, which is more than the \$2,000 projected.

Wilson also spoke about the library's proposed FY 19/20 budget indicating there is some concern about the level of funding from the Town of Valdese. He said the town may be looking at an ongoing reduction of funding from the \$50,000 they are currently giving.

Wilson also said the library will be pursuing a move away from its current automation vendor, SirsiDynix, to the NC Cardinal consortium sponsored by the State Library of North Carolina over the next couple of years. A major reason for the move is cost -- \$29,000 annually for

SirsiDynix versus approximately \$10,000 to \$12,000 annually for NC Cardinal. Wilson said with the cost savings he would recommend the trustees approve eliminating overdue fines as a way of improving service to users and promoting library use. Wilson noted this is being done by more and more libraries. He said the library will begin tracking the amount collected for overdue fees beginning in July. The move to NC Cardinal will also give Burke County Public Library cardholders access to items in the collection of all consortium members. With this level of resource sharing, Wilson said, it may be possible to cancel the library's annual OCLC membership for interlibrary loan which costs around \$1,700.

Wilson also noted he would likely not include any capital requests or any new personnel requests in the library's FY 19/20 budget.

B. Personnel Report: Wilson said that longtime staff member Jeannie Logan had retired at the end of December. Library employee, Lizzie Whisnant, was hired, Wilson said, to fill that vacancy. Former library employee, Lorie Rehberger, was hired for the Library Assistant position vacated by Whisnant, he said. Wilson noted that Whisnant will be leaving April 5 to become the Circulation Supervisor at the McDowell County Public Library. Wilson said the library would likely fill that position internally. Lastly, he noted the library Assistant Director, Page Andersen, would begin her maternity leave in mid-April and return to work full-time in August.

C. Facilities Report: Morganton – Wilson said the large tree near the museum has a large split and at least a portion of the tree will need to be taken down. He also said that instead of replacing an HVAC unit that a new thermostat will be purchased instead. Wilson said the library is getting estimates on new lights for the front hall. They have ordered a test unit and will be evaluating it soon. He also said the facility study was completed and was presented to commissioners in February. Wilson said the price tag for a renovated and expanded Morganton Public Library would be \$10 to 12 million depending on when it might be done.

Valdese – Wilson gave a progress report on the Valdese Public Library expansion and renovation project. He said the foundation and slab are done and that the exterior walls are up. He said library staff have chosen the interior finishes.

C.B. Hildebrand – Wilson reported that a light fixture in the library over the adult non-fiction collection shorted out and started to smoke. Contractor said the issue was in the wiring and that they would replace the fixture. Phone issues at the library, Wilson said, seem to have been resolved by IT staff.

D. General Library
Report:

Wilson reported library statistics for July 2018 – February 2019 as compared to the same period last year:

- A. Collection use is unchanged from 121,262 last year to 121,372 this year.
- B. Computer use unchanged from 22,479 last year to 22,452 this year.
- C. Items in the collection up 3.3% from 135,323 last year to 139,794 this year. Added 4,471 book volumes.
- D. Patrons Registered/Renewed up 21.4% from 3,446 last year to 4,183 this year.
- E. E-Books/Audio/Video – Registered users up 25% from 1,491 last year to 1,866 this year.
- F. E-Books Circulation up 24.5% from 15,596 last year to 19,414 this year.

E. Technology
Report:

Wilson said that twenty new public computers have been staged by the IT Department and will need to have add additional set up done by library staff before than can be placed for public use.

The library, Wilson said, is working with IT staff to update the library's content filtering software.

Wilson said that mobile printing capabilities will be added soon at the Valdese and C.B. Hildebrand sites.

Unfinished
Business:

None.

New Business:

None.

The meeting was adjourned at 4:55 pm.

The next meeting will be held Tuesday, June 25, in the meeting room at the Valdese Public Library if permitted by the expansion/renovation project otherwise it will be at Morganton.

Submitted by Jim Wilson, Library Director