

Burke County Public Library
Departmental Trustees Meeting
March 25, 2025 at 4:00 p.m.
Morganton Public Library

Trustees Present: Brian Barrier, Tiffnay Cooper, Wendell Hildebrand, Sandy Hoilman, Rexanna Lowman, Julia Mode, Browning Rochefort

Trustees Absent: Jennie Cook

Staff/Guests Present: Jim Wilson, Library Director (staff)

The meeting was called to order at 4:02 pm. It was noted a quorum was present.

Election of Officers: A slate of officers was presented as follows: Tiffany Cooper, Chair; Browning Rochefort, Vice-Chair; and Sandy Hoilman, Secretary. A motion to accept that slate was made by Rexanna Lowman, seconded by Julia Mode and approved by the board.

Approval of Minutes: A motion to approve the minutes of the December 17, 2024 regular meeting as presented was made by Julia Mode, seconded by Sandy Hoilman, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Library Director Wilson said the library remains on track for revenues and expenses for the fiscal year. He said the library is ahead of schedule for the year on fines and fees.

He said the library has just over \$7,000 left of the nonrecurring State Aid. Wilson said they will have this spent by the end of the current fiscal year.

Wilson reported the library has submitted its proposed FY 25/26 budget request. He did ask for some additional funds for books and programs but understands that revenues are limited due to Helene and increases are not likely.

B. Personnel Report: Wilson said the library's reorganization plan has been implemented and is working well. He also said that over the next five years 25% of the current staff will be retiring. He said the library is working on succession planning for key positions.

C. Facilities Report: Wilson said the repair and refinishing of the wooden end panels is almost done. He sees no significant issues at the Morganton site.

Wilson reported there are no issues at this time at the Valdese Public Library.

Wilson said the issues with the study pod panels has been resolved at the C.B. Hildebrand Public Library.

D. General Library
Report:

Statistics FY 24-25 – July – February– see attached sheet.

E. Technology Report:

Wilson said the library has completed the migration of the Library Foundation's donor software. Staff will receive training soon, he said.

Unfinished
Business:

None.

New Business:

None.

Adjournment:

The meeting was adjourned at 4:45 p.m.

The next meeting will be Tuesday, June 24, 2025 at the C.B. Hildebrand Public Library.

Submitted by Jim Wilson, Library Director