Burke County Public Library
Departmental Trustees Meeting
June 23, 2026 at 4:00 p.m.
Valdese Public Library

Trustees Present: Tiffany Cooper, Janice Gravely, Sandy Hoilman, Rexanna Lowman, Julia Mode, Browning Rochefort, Mike Stroud

Trustees Absent: Marti Smith, Wendell Hildebrand

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

The meeting was called to order at 4:03 pm. It was noted a quorum was present.

Approval of Minutes: A motion to approve the minutes of the March 24, 2026 regular meeting as presented was made by Sandy Hoilman, seconded by Mike Stroud, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Wilson reported that the library's finances all look good. He noted the library collected $2,601 more than projected for fines and fees. Wilson said the library should spend all of the book budget.

Wilson said the Library Foundation and Friends of the Library have both approved their FY 26/27 budgets. The Library Foundation approved $67,500 for programs and library support and another $20,000 for books. The Friends of the Library approved $3,500 for an interactive TV at Valdese, $1,000 for Technical Services shelving at Morganton, and $1,000 for end-of-shelf displays at Morganton.

Wilson outlined the library's county budget for FY 26/27 noting a reduction in the book budget of $20,000, a reduction in funding from the Town of Valdese of $30,000, an increase in onsite security at Morganton of 5 hours per week, and $45,000 for the purchase of a new resource sharing vehicle. All other budget items, he said, were approved as requested.

B. Personnel Report: Wilson reported that the library is fully staffed.

C. Facilities Report: Wilson said the county General Services had an EDPM roof installed on the cargo container at Morganton. The container was leaking in several spots, he said. The container is used to store books for the Friends book sale.

General Services also repaired some loose/missing shingles on the roof at Morganton. It seems, Wilson said, that the problem was that the roof sheathing has never been replaced. The current sheathing is boards that have been used over and over and have so many nail holes that it's hard to find a place to nail that will hold a shingle. Wilson said the next time the roof is replaced that new sheathing should be installed.

Wilson said everything has been done at Valdese but the front window shutters.

Wilson said there continue to be sporadic HVAC issues at C.B. Hildebrand. General Services is aware and working on these, he said.

D. General Library Report: Statistics FY 25-26 – July – May – see attached sheet.

Wilson reported on the library's department metrics, which will go into effect in July. Those metrics are:

Door Count
Program Attendee Cost
Per Circulation Cost

E. Technology Report: Wilson said Page has completed the rebuild of the website to have it in compliance with the new ADA Title II rules.

Unfinished Business: None.

New Business: None.

Adjournment: The meeting was adjourned at 4:37 p.m.

The next meeting will be Tuesday, September 22, 2026, at the Morganton Public Library.

Submitted by Jim Wilson, Library Director