

Burke County Public Library
Departmental Trustees Meeting
September 26, 2023 at 4:00 p.m.
Public Library

Trustees Present: Susan Berley, John Cantrell, Johnnie Carswell, Jennie Cook, Rexanna Lowman, Mark Patrick, Browning Rochefort

Trustees Absent: Tiffany Cooper, Wendell Hildebrand

Staff/Guests Present: Jim Wilson, Library Director (staff) and Preston Loch Hoffman (public)

Vice-Chair Mark Patrick called the meeting to order at 4:00 pm. It was noted a quorum was present.

Approval of Minutes: A motion to approve the minutes of the April 11, 2023 regular meeting as presented was made by John Cantrell, seconded by Jennie Cook, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Wilson said the library is on track with revenues coming in as expected. Fines and Fees should meet the budget projections. He said the library needs to average \$3,500 per quarter and as of 09 20 2023 had collected \$3,420.

Wilson said the library will carry over \$32,376 of the nonrecurring State Aid ARPA funds into the current fiscal year. He said the library should have those funds expended by the end of the 2023-2024 fiscal year.

Wilson also noted the N.C. Legislature approved an additional \$3.8 million in recurring State Aid to Libraries. He said the library should know in November how much an increase they will receive. Wilson said this additional revenue is most welcome.

Lastly, Wilson said that library expenses are all on track and within budget.

B. Personnel Report: Wilson said the library was fully staffed with no vacancies. He said two staff are currently having some health issues with one having been out since the last week of July and not expected back until the last week of October. The other has been intermittent for the past few months. Wilson noted staff have had to shift schedules to maintain desk service and programs.

C. Facilities Report: Morganton – The landscaping at Morganton has some dead

plants they hope to replace later in the year. The new waste cans have been installed and the exterior lights should be done in the next couple of months. Volunteers from Repay, Inc. continue to help with trash pickup and other volunteers are helping with the landscape weeding.

Valdese – One of the two new HVAC units has been installed and the second should be done in the next couple of weeks, Wilson said. Other than that everything is good at Valdese.

C.B. Hildebrand – No issues at this time, Wilson said.

D. General Library
Report:

Burke County Public Library Statistics – FY 22/23 – July – June (attached). FY 23/24 – July – August (attached). Wilson noted the fiscal year number for the library were very good especially overall circulation. He said the door count has improved and hoped that would carry over through the next fiscal year. The numbers for July and August are very good, he said, as a result of summer reading programs.

Wilson noted the Friends of the Library had their fall book sale at the Collett Street Recreation Center on September 15 and 15 and raised almost \$6,000. He also mentioned that a new storywalk would be going up at Catawba Meadows in October. It will be an alphabet book by local author Chris Elle Dove.

E. Technology Report:

Wilson said the library continues to evaluate self-checkout and RFID options for the library to see what is available and what may be eligible for grant support.

Unfinished
Business:

None.

New Business:

None.

The meeting was adjourned at 4:25 p.m.

The next meeting will be Tuesday, December 19, at the C.B. Hildebrand Public Library.

Submitted by Jim Wilson, Library Director