

Burke County Public Library
Departmental Trustees Meeting
June 25, 2024 at 4:00 p.m.
Morganton Public Library

Trustees Present: John Cantrell, Johnnie Carswell, Tiffany Cooper, Wendell Hildebrand, Sandy Hoilman, Browning Rochefort

Trustees Absent: Jennie Cook, Rexanna Lowman, Mark Patrick

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

The meeting to order at 4:10 pm. It was noted a quorum was present.

Approval of Minutes: A motion to approve the minutes of the March 19, 2024 regular meeting as presented was made by Sandy Hoilman, seconded by John Cantrell, and approved by the board.

Correspondence: None.

Director's Report

A. Financial Report: Library Director Wilson said Fines and Fees were projected at \$14,000 for FY 23/24 for an average of \$1,167 per month. To date, he said, the library has collected \$15,012 in fines and fees.

He noted that revenues and expenses for the year were all good and that the library had no line items overspent.

Wilson said that the additional state aid of \$33,319 that was allocated for books had all been spent.

In looking at the approved FY 24/25 budget, Wilson noted the following:

- A. Did not get a full-time programmer for Valdese.
- B. Did get a materials budget increase of \$6,500 but not the \$25,000 requested.
- C. Did get the increase in programming funds from \$20,000 to \$25,000.
- D. Did get funds to increase on-site security from 12 to 16 hours per week.

B. Personnel Report: Wilson reported that Senior Library Program Specialist, Claudia Boan, retired as of May 17. Her replacement, Wilson said, is Michaela Henry, who started on June 17. Prior to coming to Burke County, Wilson said, Michaela had been working at the Cleveland County Public Library. He noted she has an MLS from Syracuse University.

C. Facilities Report:

Wilson said the flooring project at Morganton is now complete with the asbestos tile removed and the new flooring installed. He also said the pressure washing and masonry repairs were complete and that the exterior lights at Morganton and Valdese were near completion.

Wilson said that they are still having some issues with the new HVAC units at Valdese that serve the older part of the building. County General Services is working with the installer to resolve those issues.

Wilson said there are no issues at C.B. Hildebrand at this time. He said the new study pods should be installed soon.

D. General Library
Report:

Statistics FY 23-24 and FY 24-25 – July – August– see attached sheet.

E. Technology Report:

Wilson said the library's revamped website is now up and looks good.

Unfinished
Business:

None.

New Business:

Adjournment:

The meeting was adjourned at 4:35 p.m.

The next meeting will be Tuesday, September 24, 2024 at the C.B. Hildebrand Public Library.

Submitted by Jim Wilson, Library Director