

Burke County Public Library
Departmental Trustees Meeting
September 24, 2024 at 4:00 p.m.
C.B. Hildebrand Public Library

Trustees Present: Johnnie Carswell, Wendell Hildebrand, Sandy Hoilman, Rexanna Lowman, Mark Patrick, Browning Rochefort

Trustees Absent: John Cantrell, Jennie Cook, Tiffany Cooper

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

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 June 25, 2024 regular meeting as presented was made by Johnnie Carswell, seconded by Sandy Hoilman, 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 24/25 for an average of \$1,167 per month. To date, he said, the library has collected \$4,083 in fines and fees and is ahead of schedule.

He noted that revenues and expenses for the current fiscal year were all on track.

Wilson said the library has \$7,089 of nonrecurring state aid available and will receive an additional \$6,240 this year for a total of \$13,329.

B. Personnel Report: Wilson reported that the library is fully staffed with no vacancies. He went on to mention there will be a number of retirements of library staff over the next five years.

C. Facilities Report: Wilson said that all of the exterior repairs/renovations to the Morganton Public Library are now complete. He is waiting to hear back from the City of Morganton on their possible assistance with the driveway allowing access to the front lawn. He said the blinds in the front halls at Morganton have been replaced. Those, he said, were paid for by the Library Foundation and the Friends of the Library. The wooden shelf end panels at Morganton are being refinished, Wilson said. The Library Foundation is also paying for this, he noted.

Wilson reported that the issues with the two new HVAC units at Valdese seem to be resolved. He said technicians noted the

initial installation was not done correctly and needed to be fixed. Wilson also mentioned that exterior lighting at Valdese has been installed.

Wilson reported the installation of new blinds and study pods at C.B. Hildebrand is complete.

D. General Library
Report:

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

E. Technology Report:

Wilson said the library was to receive new copiers/printers at all sites this week.

Unfinished
Business:

None.

New Business:

None.

Adjournment:

The meeting was adjourned at 4:30 p.m.

The next meeting will be Tuesday, December 17, 2024 at the Valdese Public Library.

Submitted by Jim Wilson, Library Director