

ALAMANCE COUNTY LIBRARY COMMITTEE

Regular Meeting
May Memorial Library

Tuesday November 15, 2011
12 Noon

Minutes

Present: Shirley, Beyer, Mike Cross, Mary Dingeldein, Jo Grimley, Carlene Morton, Lennie Stout, Tim Sutton, M.J. Wilkerson

Absent: George Byrd, Jr., Kitty Hupman

The meeting was called to order at 12:05 by Shirley Beyer, Chair.

APPROVAL OF MINUTES: Minutes for the May 17, 2011 meeting were approved pending corrections. Minutes for the August 16 meeting were approved, pending correction of typos.

REPORT OF DIRECTOR

The Board of County Commissioners approved a budget cut of 5%. MJ took this out of the materials budget. This brings our book budget down to \$125,539 and our AV budget down to \$29,906 for fiscal year 2011-2012. We started the year with \$200,000 (a \$70,000 cut from last year) in our book budget and \$70,000 in our Audio Visual budget (down from \$80,000 last year). In addition, we received the information regarding our State Aid. Since the County did not meet the Maintenance of Effort required to receive the full amount, an additional \$10,181 has to be cut out of the Library's budget.

MJ has approached the Burlington Times-News to help with a Boost for Books campaign similar to one that was done several years ago. Citizens were asked to donate money for the purchase of books and AV. The Library would put a book plate in books in their honor or someone they designated. We are trying to get this program up and running for January through March and hope this will offset some of the cuts to our materials budget.

There was some discussion regarding the Friends of the Library and their support of the Library. MJ pointed out that while they did increase the amount of money donated to the library, the amount designated for books did not increase. They have not been told of the 5% cuts to the materials budget yet, since this happened right before MJ was out on vacation. She will make them aware of this at their December meeting. (They do not meet in November). Concern was expressed by Board members on the fact that the Friends group gives monetary support to agencies other than the Library. Mike Cross was asked to draft a letter to the Friends of the Library asking them to focus all of their support to the Library and not to other agencies.

Staff Development Day was held on September 23rd. This year it served as a kick-off to a yearlong project on a book called Choosing Civility by P.M. Forni. Staff will be participating in book discussions during the first part of the year. In the spring, we will use what we learn to develop our organizational values and priorities as well as look at our mission statement and possibly revise it.

Lennie Stout asked where the Friends group is with the Alamance Reads program for next year. This is traditionally the time that the next book is being chosen. MJ informed the group that they are considering using Choosing Civility as the next book.

UNFINISHED BUSINESS

Self-checkout: Two units have been ordered and should be installed at May Memorial and at Graham Library in late December or early January. Carlene Morton raised the question of having one installed at the Mebane Library, expressing that they seem to be getting busier. This will be kept in mind as the decision is made on how to spend the Gardner Trust money during the next fiscal year.

NEW BUSINESS

Gardner Trust Payout : MJ requested that the Board approve the use of the Gardner Trust Payout on the following items:

3 inkjet printers that will print on paper larger than 8.5 x 11 so we can make nice posters to advertise displays and programs (around \$200.00 each);

3 basic scanners for the public to use (around \$270.00 each);

the newest Nook and Kindle tablets for use in our E-reader education class and to be circulated after Christmas (around \$450.00);

7 CCD scanners for circulation desks (around \$50.00 each)

Axis 360 eBook, downloadable service from Baker and Taylor (\$7,000.00. Special offer for platform for \$2,000.00 this year and \$5,000 for titles);

\$3,000.00 into the checking account that pays the accountant to file our 990 form and our annual account form

Traditionally this money is used for technology purpose, however, given the cuts to the materials budget the Library is experiencing this year, Board members felt that some of the money should go towards the purchase of books and AV. Carlene asked us to consider purchasing a self-checkout unit for Mebane next year, saying there are times that the circulation desk has three people working and there are still lines of patrons waiting for service. The motion was made by Jo Grimley and seconded by Lennie Stout to use \$9,008 to purchase the equipment requested, to put \$3,000 in the checking account and spend the remaining for the purchase of books and AV. The motion passed unanimously.

Graham Representative vacancy: The vacancy left by Carrie Thompson needs to be filled by a representative from Graham. Appointments are for two years. MJ has contacted two possible people, but they didn't feel they were able to serve. Mary is going to get in touch with someone she knows to see if they are interested and she will let MJ know. Board members should send MJ any suggestions they have.

Election of Officers: Carlene Morton made the motion that the current officers continue to serve for another year. Jo Grimley seconded it. The motion was carried. Shirley Beyer agreed to continue serving as the Chair and Mary Dingeldein agreed to continue serving as the Vice-Chair of the Library Board.

Revision of the Meeting Room policy: MJ handed out revised Meeting Room Policy for Board Members to approve. Changes included more clarification regarding non-profit use of meeting spaces, meeting spaces only being available during Library hours of operation, and the inclusion of a statement that limited technical assistance is available for groups using the meeting spaces. The motion was made, seconded and

passed to accept the revision. MJ will take it before the Board of County Commissioners for their approval.

FUTURE MEETING DATES

February 21, 2012 at Graham
May 15, 2012

August 21, 2012
November 13, 2012

The meeting was adjourned at 1:35 pm.