

## **ALAMANCE COUNTY LIBRARY COMMITTEE**

**Regular Meeting  
May Memorial Public Library**

**Tuesday, May 20, 2014  
12 Noon**

### **Minutes**

**Present:** Mike Cross, Shirley Beyer, Carlene Morton, Terri Lamm, M.J. Wilkerson, Carolyn Allen, Kitty Hupman, Mary Dingeldein, guest: Heather Holley Hall.

**Absent:** George Byrd, Jr., Lennie Stout, Jo Grimley

**The meeting was called to order at 12:33 pm**

**PUBLIC COMMENTS:** Mike asked if there were any public comments. There were none.

### **APPROVAL OF MINUTES**

Mike asked if everyone had a chance to review the minutes. He asked for questions, changes or corrections. Carolyn made the motion and Mary seconded to approve the minutes.

### **REPORT OF DIRECTOR:**

MJ told the Board that the Manager's recommended budget was presented last night. It was pretty much everything we had asked for, except for a few small changes. For the library, MJ had asked for a reclassification of Library Assistant II at the Mebane Branch to be upgraded to Library Assistant III, 2 part-time staff people and a raise for another staff member. None of that was included in the recommendation. However, the van she has asked for over the last 3 years was left in the budget. In our book budget, she requested \$150,000. They cut it to \$130,000. This is the same thing it is this year. But, they left the new electronics line item in the budget. This is a separate line item to purchase ebooks and databases. She asked for \$25,000, but it was cut to \$20,000. Kitty asked if we were back to full staff now. MJ said we back to the full staffing level since before she started. We requested 2 part-time positions at Graham in case they got the second entrance. The second entrance is no longer in the Graham budget because it is too costly. MJ kept the staff request in the budget because she would like to open Snow Camp another afternoon per week. The County cut magazine line item by \$5,000. MJ asked for a \$10,000 increase in that line item to get electronic magazines. She has donation money she can pull in to cover the cut. The communications line item was also cut by \$10,000, leaving \$15,000 instead of the requested \$25,000. This line item covers the increased bandwidth for all the branches. MJ said she felt good about the budget overall. In the process of presenting the budget, one of the County Commissioners questioned the re-classification of some departments. A county-wide classification and pay study will begin this upcoming fiscal year.

Regarding bandwidth, MJ got information today that Mebane now has increased bandwidth. Staff is very excited. The download speed has gone from .4 to 100 today.

Heather said the new library catalog is working in Mebane for the first time since we've had the new layout.

Libraries are gearing up for the Summer Reading Program, which starts in June. We are working with the local wrestling federation. There is a press conference next Tuesday to announce our partnership with them. Our programs will include reading to a wrestler and a big "reading rumble" finale between the Heels and the Baby Faces. If anyone reads over 10,000 hours, MJ gets to body slam a wrestler. The whole push is to draw more males into the reading program. Casey has been great about going to the area schools and promoting it. Now all the schools are hyped up about our Summer Reading Program. This year's theme is science-based. For children, the title is "Fizz, Boom, Read." The teen title is "Spark a Reaction" and the adult title is "Literary Elements". The budget was frozen again on April 1<sup>st</sup>. The email MJ received from the County Manager stated we were not to purchase any non-essential items. When MJ asked the County Manager for clarification about books being essential to library services, she was told that they are not. However, the Friends came to MJ and told her that they had not given her the \$26,000 budgeted for materials yet. This is money we can use to purchase materials without going through the County Finance department. We will give the invoices to the Friends and they will pay the invoices directly. She stressed that this was prime publishing season and reminded everyone that we missed it last Spring due to the budget being frozen then, too. In anticipation of the budget possibly being frozen next Spring, MJ said she will try and work something out with the County Manager instead of having our budget frozen, perhaps a promise to give a percentage back at the end of the fiscal year. The other impact this freeze had was the bids on the smart boards that are being purchased from the Gardner Trust payout. MJ had just gotten all the bids in for that. We will not be able to spend this money until July 1. Even though it is not county funds, it is in the donation line item in our bank account. We have about \$200,000 in our donations line item. Mary asked if the money would be available to use when the new budget is released on July 1<sup>st</sup>. MJ clarified that money would be available after the County closed the books on this fiscal year. We should be able to spend money towards the middle of July. She said there will be a reshuffling in January of who will be the liaison from the Commissioners for the Library Board.

## **UNFINISHED BUSINESS**

Mike talked about the by-law revision. MJ said we talked about it, posted it for a month to make sure everyone had a chance to review it. This meeting, we will vote on the revisions. Mary said she could not remember the things that were revised. MJ noted the changes for the Board. Carlene said the wording needs to be changed from "residing in the City" to "representing the City." Mike was asked if we needed to re-post these revisions. He said no. He added that we needed to change "ARTICLE III Committees" to "ARTICLE III Special Committees." ARTICLE II Section 2 should read "Special Committees" instead of "Committees." ARTICLE II Section 3 should read "no later than five (5) days" instead of "no late." The revisions were approved.

Review of Library Festival – Heather gave a review of LibFest 2014. MJ said we had between 1,700 and 2,000 people in attendance. The date was Sunday, April 13th. Jo Grimley had donated a quilt for the silent auction. MJ said the minimum bid we set was

not reached. So, we put it at the Alamance Arts Council, where it sold for \$150. Heather had a Power Point presentation with photos from LibFest. The Friends brought some of the books donated for the book sale and sold about \$80 worth of them. We advertised for our Summer Reading Program. N.C. Author, J.D. Rhodes also had a table set up. The food vendors gave us 10% of what they sold. Channel 2 covered our event. Heather said, though the performers were popular, next year we will focus more on some type of musical entertainment. It is not the kind of event that people will sit down and listen. They are more likely to roam around. The face painting was very popular. Paper Hand Puppets was also a big hit. Next year, we are looking at May 3 from 1:00pm – 5:00pm for LibFest. Carlene Morton said, “Job well done.” MJ said the staff was wonderful and supportive of this event. Heather said that when people filled out the registration slips for the Kindle Fire, they were asked how they heard about the event. She said, overwhelmingly, people said from staff. We stayed within our \$3,500 budget provided by money from the Friends.

## **NEW BUSINESS**

Mike asked if we had any new business. MJ said no. Carlene said she wanted to go on record by saying this was their shortest meeting. MJ said she had contacted the Library Board members that were up for re-appointment. Mary said she would consent to being re-appointed.

Mike asked how the Little Libraries were doing. MJ said the one in Mebane got damaged over the winter, but has been fixed. MJ said she hadn’t heard anything about the one in Beth Schmidt Park. Shirley said she talked to Phyllis about that one. She said people were not returning the books. MJ said that was fine if people did not return the books. If we are told about it, we will fill it back up. MJ asked the Board to let us know if anyone sees that the Little Libraries need something and we will be glad to take care of it. Mike asked where all the Little Libraries are located. MJ said Mebane and Beth Schmidt Park for now. We have one that is ready and needs to be put up at Pleasant Grove because it is further out. April Lankford has not finished painting the fourth one. MJ said she would see when that would be completed. Shirley asked who was in charge of taking care of them. MJ said to let her know. Carlene volunteered to handle the one in Mebane. MJ said she needs to get a volunteer to take care of the one in Elon. She said Phyllis may be able to take care of the one in Elon. MJ said she is scheduled to speak to the Graham Rotary Club in June. She said they are very interested in taking on this project. They want to build us more Little Libraries and take care of the ones we have. The Rotary Club’s main focus is vision. Carlene said she saw in the paper where the Elon students had made a Little Library and put it on campus. They used an old newspaper stand and decorated it using The Giving Tree as the theme. It is behind the Mooney Building. MJ said she would ask Madison to see if he had any old newspaper stands that we could have.

Mike referred back to the County Budget. He asked when the public hearing was. MJ said it was June 2<sup>nd</sup> at Williams High School. He asked if the Board needed to attend. MJ said that any time someone could attend and speak up for library funding, it’s a good

thing. MJ said she intended to have a workshop for the Friends on advocating for the libraries, but she hasn't had a chance to do that. She is hoping to hold the workshop in the fall. After that, the newly elected officials will be coming into office in January. MJ said it was up to the Board on what they wanted to do on June 2<sup>nd</sup>.

**FUTURE MEETING DATES**

August 26, 2014 (12:30pm at May Memorial) and November 18, 2014 (5:30pm at May Memorial – supper will be provided)

**The meeting was adjourned at 1:12 pm**