



**Library Board of Trustees**

**Library Board of Trustees**  
**Main Library, Dickson Boardroom**  
**Wednesday, January 19<sup>th</sup>, 2011**

**Noon**

**TRUSTEES PRESENT**

*Robin Branstrom, Chair*  
*Molly Griffin*  
*Reneé Casali*  
*Sally Robinson*  
*Darrel Williams*  
*Joan Martin*

**VIA TELEPHONE CONFERENCE**

*Bob Sink, Vice Chair*  
*Charles Bowman, Treasurer*

**TRUSTEES ABSENT**

*Magdalena Maiz-Peña*  
*Tami Simmons*

**STAFF PRESENT**

*Charles Brown, Director of Libraries*  
*Karen Beach*  
*Brian Beavers*  
*Frank Blair*  
*David Singleton*  
*Linda Vitlar*  
*Cordelia Anderson*  
*Angela Haigler*  
*Rick Ricker*  
*Jenifer Daniels*  
*Chuck Mallas*

**OTHERS PRESENT**

*Bob Stephens, Hamilton, Moon, Stephens, Steele & Martin PLLCJ*  
*Jim Woodward, Chair, Task Force*  
*Sean Hogue, Library Consultant*  
*Members of the Press*

**MINUTES**

Chair Robin Branstrom called the meeting to order at 12:05 p.m.

Chair Robin Branstrom asked the Board of Trustees for approval of the minutes of the December 8th, 2010 Library Board of Trustees meeting. On a motion by Darrel Williams, seconded by Sally Robinson, the Trustees unanimously approved the minutes of the December 8th, 2010 meeting with one correction as noted by Trustee Joan Martin.

Ms. Branstrom then acknowledged Dr. Jim Woodward, Chair of the Future of the Library Task Force.

Dr. Woodward began by stating that he is certain the Future of the Library Task Force will successfully complete its assignment, as directed, by March 1<sup>st</sup>, 2011.

Chair Woodward also stated that the task force is mindful that they will make recommendations to the Board of Trustees and the County Commissioners, but that they are not a decision-making body. Dr. Woodward reported that it was important to look at the state of the Library five years ago. Chair Woodward also stated that compared to its peer libraries (in FY 2008-2009), the Library was not over funded or underfunded; or over/under built. (Copy of the Report Attached). Dr. Woodward described the many factors involved, including per capita, square footage, etc. Chair Woodward went on to talk about volunteerism and explained that volunteers should equal 5% of the total FTE for basic services; this does not include programming. Dr. Woodward also spoke about the Library's fundraising efforts and made the recommendation that \$1M annually should be a reasonable target.

Chair Branstrom asked how many volunteers the Library has currently. Director of Community Engagement Karen Beach responded with approximately 625 volunteers.

Chair Branstrom acknowledged Ms. Beach and ask that she present the research by the Development Department related to forming a Library Foundation. Ms. Beach talked about the information gathered related to other foundations, i.e. CPCC and Foundation for the Carolinas. Director Beach further explained that she would be prepared to present additional information at an upcoming Library Board meeting.

Chair Robin Branstrom asked the Board of Trustees for a motion to approve Director of Community Engagement Karen Beach continuing with research regarding the formation of a Library Foundation and report to the Board at the March 2011 meeting. On a motion by Sally Robinson, seconded by Darrel Williams, the Trustees unanimously approved that Director of Community Engagement Karen Beach continue the research with regard to a Library Foundation and report to the Board at the March 2011 meeting.

Director of Organizational Resources Brian Beavers delivered the FY 2010 – 2011 end of December Financial Report. Mr. Beavers pointed out that the Library was not made aware that vehicle expenses would be charged to the Library by Mecklenburg County. Director Beavers also requested Board approval for Budget Adjustment #12.23. On a motion by Molly Griffin, seconded by Reneé Casali, the Trustees unanimously approved the Budget Adjustment.

Chair Branstrom inquired about the stream of revenue from the Children's Theatre. Director of Finance Chuck Mallas explained that he works with the Children's Theatre Finance Director Tracy Chandler to determine the Theatre's reimbursements to the Library and to Mecklenburg County.

Director of Finance Chuck Mallas highlighted the Summary Audit Report for the Library for the fiscal year ending June 30, 2010. (Full Report Attached)

Director of Libraries Charles Brown began his report by mentioning the media coverage the Library has received and provided a link where this information could be found: [http://www.plcmc.org/about\\_us/in\\_the\\_news/press.asp](http://www.plcmc.org/about_us/in_the_news/press.asp). Director Brown also acknowledged Director of Organizational Resources Brian Beavers and wished him farewell. Mr. Brown went on to state that Mr. Beavers possessed a high level of involvement not only during the complex financial crisis, but with everything from book sales, delivery, etc. Chair Branstrom then commented that he had been a bright light and always willing to do anything. Ms. Branstrom expressed her appreciation for his positive approach to the job, noting that “nothing that was asked of him was too big or too small” and that the Library will miss him.

Trustee Darrel Williams remarked about the Task Force findings that the Library was not over-funded and when statistically compared with libraries of comparable size. He also noted that Charlotte Mecklenburg Library achieved 5-star ratings from *Library Journal*.

Chair Robin Branstrom requested a move into Closed Session to discuss a Personnel Matter Pursuant to GS 143- 318.11 (a) (16). On a motion by Molly Griffin, seconded by Darrel Williams, the Trustees unanimously approved.

The Board came out of closed session and back into public session, Charles Bowman made, and Molly Griffin seconded, the motion set forth below. It was voted on and unanimously approved.

**RESOLVED** that the Board of Trustees of the Public Library of Charlotte and Mecklenburg County approves the Retention and Separation Agreement with Mr. Brown and the Interim Employment Agreement with J. Vick Phillips and authorizes the Chair of the Board to execute same.

After the vote, the Chair declared that the meeting was adjourned.

Respectfully submitted,

Charles M. Brown  
Secretary to the Board