



Library Board of Trustees

Regular Meeting

**The Duke Mansion
400 Hermitage Road
Wednesday, April 6th, 2011**

9:00 a.m.

TRUSTEES PRESENT

*Robin Branstrom, Chair
Bob Sink, Vice Chair
Darrel Williams
Molly Griffin
Reneé Casali
Sally Robinson
Magdalena Maiz-Peña
Joan Martin*

TRUSTEES ABSENT (With Cause)

*Charles Bowman, Treasurer
Tami Simmons*

STAFF PRESENT

*Vick Phillips, Chief Executive Officer
Karen Beach, Director of
Communication Engagement
Frank Blair, Director of Research,
Innovation and Strategy
David Singleton, Director of Library
Experience
Linda Vitlar, Executive Assistant to
the Board
Cordelia Anderson, Deputy Director
Marketing & Communications
Rick Ricker, Deputy Director Human
Resources
Chuck Mallas, Director of Finance*

OTHERS PRESENT

*Bob Stephens, Hamilton,
Moon, Stephens, Steele &
Martin PLLCJ
Harry Jones, County Manager
Sean Hogue, Library
Consultant
Amanda Anderson, President,
Friends of the Library*

MINUTES

Chief Executive Officer Vick Phillips began by introducing Mecklenburg County Management Financial Analyst Carol Hickey. Mr. Phillips announced that Ms. Hickey will be spending the day in an effort to become more familiar with Library operations.

Mr. Phillips then introduced special guest County Manager Harry Jones.

Mr. Jones talked about the challenges of planning for the upcoming budget for Mecklenburg County. He also outlined his priorities that include literacy & education; employee benefits and compensation; and retraining individuals to re-enter the workforce.

Chair Robin Branstrom called the meeting to order at 9:30 a.m.

Ms. Branstrom asked the Board of Trustees for approval of the minutes of the February 17th, 2011 Library Board of Trustees meeting. On a motion by Darrel Williams, seconded by Sally Robinson, the Trustees unanimously approved the minutes of the February 17th, 2011 meeting.

Mr. Phillips delivered the Library's Financial Summary Report for end of month February 2011. (Full Report Attached) He stated the Library is 75% through the year and expenses and revenues are at the level they should be. He also highlighted the Capital Projects Facilities budget line item for HVAC systems and roof replacement. These projects are reflective of money from the County for future projects.

Trustee Sally Robinson asked what affect, if any, the loss of funding has been on the Library's Outreach programs. Director of Community Engagement Karen Beach identified senior services as the most affected group. The Library has had to cut back on the delivery of books to senior living centers. Ms. Robinson requested information on the Spangler Grant and how the funds being allocated are utilized. Ms. Beach described that the monies received from the Spangler Grant focus on pre-literacy at very small daycare centers in fragile neighborhoods over long periods of time. The Library also provides books to sustain the library's collections at the daycare centers.

Director of Library Experiences David Singleton described the current level of programming for the Library system. Mr. Singleton explained by age group, breadth and depth how those programs are delivered to Library patrons. He reported the total attendance for programming this year is 151,000. The difference in this year's programming total is reflective of adult programs. This is due to reduced evening hours when adult programs are usually scheduled.

Ms. Branstrom asked if we have communicated on a regular basis to the Spangler Foundation and the Knight Foundation about how we have adjusted to facilitating their grants in this new economic climate. Ms. Beach responded in the affirmative.

Trustee Darrel Williams asked about the budget items with regard to programming and facilities.

Mr. Phillips explained that part of the afternoon will be spent discussing the programming recommendations of the Task Force.

Mr. Phillips also requested Board approval for Budget Adjustment #BT 02-28, BT 02-28B, BT 02-28D, BT 02-28E and BT 02-2F. On a motion by Darrel Williams, seconded by Sally Robinson, the Trustees unanimously approved the Budget Adjustments.

Vice Chair Bob Sink asked if programming and grants will be shown as separate line items with more detail in the Library's future budget reports. Mr. Phillips explained that the members of the work group, the three members of the BOCC and the BOT will make recommendations that will include programming, one of the 39 items presented by The Future of the Library Task Force.

Attorney Stephens explained to the Board the recommendations approved by the Mecklenburg Board of County Commissioners relating to Policy Procedures Summary & Conflict of Interest Policy. Mr. Stephens further explained what is meant by "an approved absence." Members of Library Board of Trustees must notify the Secretary if they can not join the meeting. He confirmed that Board Members can be counted as being in attendance by telephone conference. The Library will also work to make Skype as an available option.

Mr. Phillips also highlighted the new Summary & Conflict of Interest Policy. He also commented on the by-laws DRAFT that will be presented at the May meeting.

Ms. Branstrom announced that the next Library Board of Trustees meeting is scheduled for May 19th at noon.

It was suggested that the June 22nd meeting be rescheduled to accommodate those individuals who are traveling to Seattle with the Charlotte Chamber of Commerce.

Ms. Branstrom also reminded Board Members about the Carnegie Circle event on April 14th at ImaginOn. Sponsored by the Friends of the Library, members of The Future of The Library Task Force have been invited as well. Dr. Jim Woodward, Chair of the Mecklenburg Board of County Commissioners Jennifer Roberts, and County Manager Harry Jones will address guests from the stage of the Wachovia Theatre.

Ms. Branstrom asked about the total number of donors at the Carnegie Circle level. Ms. Beach said there were approximately 80 members, including

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individuals and corporate donors. She explained that corporate donors are also important to the Library.

Mr. Phillips added that with the support of Duke Mansion the cost of the today's Board Meeting & Retreat totaled \$1500 for 21 people. That includes two meals and all day room rental and service charges.

Mr. Sink requested information on revenue funding from various items such as book sale, grants and other sources. Ms. Beach agreed to bring this information to the next Board meeting on May 19th.

President of the Friends of the Library Amanda Anderson joined the meeting at 10:00 a.m. Ms. Anderson spoke to the 5K Race event being planned for September. She reminded the Board that on April 28th the Friends of the Library will sponsor the opening day for the book sale at Quail Corners Shopping Center (brochure attached).

The meeting adjourned at 10:10 a.m.

Respectfully submitted,

Vick Phillips
Secretary