



Library Board of Trustees

**Library Board of Trustees Meeting
Francis Auditorium**

Monday, May 21, 2018, 12:00pm – 2:15pm

Trustees Present

Jennifer Appleby, Chair
Ailen Arreaza
Molly Griffin
Rob Harrington
Joe Helweg
Gloria Kelley
Dr. Ellen McIntyre
Brandon Neal
Charles Thomas
Ed Williams
Hyong Yi

Staff Present

Cordelia Anderson
Karen Beach
Shelley Book
Frank Blair
Seth Ervin
Dana Eure
Sean Hogue
Jenni Gaisbauer
Kiara Garrett
Deanna Griffin
Lee Keesler
Meryle Leonard
Susan McDonald
Angie Myers
David Singleton
Arrik Wilkins

Others Present

Nick Anderson, Snohetta
Susan Harden
Leslie Johnson, Mecklenburg County
Mark Kutny
Susan Patterson

Trustees Absent (with cause)

New Main Library Presentation and Discussion

Jennifer Appleby introduced Nick Anderson of Snohetta and turned the meeting over to him. Mr. Anderson presented the early concept designs of the new Main Library and received feedback from the board.

Lee Keesler reviewed the new Main Library's project cost recap including some possible solutions to close the current funding gap. After some discussion, Mr. Keesler turned the meeting back over to Ms. Appleby to begin the Board Meeting.

MINUTES

Jennifer Appleby called the Board of Trustees meeting to order at 1:00 PM and welcomed guests Leslie Johnson, Susan Patterson, Kiara Garrett and Arrik Wilkins.

Ms. Appleby requested a motion to approve the minutes from the Board of Trustees meeting held on March 19, 2018. On a motion by Hyong Yi and seconded by Rob Harrington, the Trustees unanimously approved the March 19, 2018 meeting minutes.

Chair Report

Upcoming Board Transition

Molly Griffin, as head of the Nominating Committee, provided the following updates:

- Joe Helweg has agreed to step into the role of Vice Chair when Rob Harrington becomes the Chair in June.
- Currently the board membership is stable with no board members slated to roll-off in June 2018.

Committee Activity

Finance Committee Report

Angie Myers provided the following Finance updates:

- FY 2019 budget process is underway. The County Manager will announce her recommended budget on May 22nd.
- Revenues are projected to finish the fiscal year on target.
- FY 2018 lapsed salaries are expected to be 650k.
- Restricted programming dollars unspent in FY 2018 will be carried forward to FY 2019.
- FY 2018 compliance audit kick off with Cherry Bekaert team is scheduled for May 22nd.

Budget Adjustments

Ms. Myers reported the following budget adjustments:

- \$1,588,880 from Mecklenburg County to Technology and Facility Related.
- \$93,000 from Foundation Contribution to Programming.
- \$20,000 from Foundation Contribution to General Operating.
- \$7,500 from Other to Programming and Personnel Related.
- \$10,000 from Foundation Contribution to Library Collections.
- \$3,000 from Foundation Contribution to Misc. General Operating.
- \$6,063 from Fund Balance to Facility Related.
- \$3,000 from Foundation Contribution to Programming.

On a motion from the Finance Committee and seconded by Hyong Yi, the Board unanimously approved the budget adjustments listed above.

Real Estate Committee Report

Rob Harrington brought the following action item from the Real Estate Committee to the Board for approval.

- Authorize use of Mecklenburg County's Minority, Women & Small Business Enterprise (M/W/SBE) participation policy for Library construction projects.

- Background: In 2014, Mecklenburg County updated its policy on Minority, Women and Small Business Enterprise (M/W/SBE) participation in construction projects. The County policy sets a goal of 10% participation by minority business enterprises (MBE), 6% by women business enterprises (WBE), and 5% by small business enterprises (SBE), for a cumulative goal of 21%. The policy requires prime contractors to use “good faith efforts” to achieve M/W/SBE participation goals in the subcontractors that are hired for the project.

In 2015, the Board of the Trustees authorized the use of the County’s M/W/SBE participation guidelines and goals for the Morrison Regional Library renovation and expansion. Preliminary data on the M/W/SBE participation rate for the Morrison renovation and expansion project indicate that the cumulative participation of minority, women and small business enterprises will fall between 9% and 14%. The Morrison project is the only Capital Improvement Plan (CIP) funded project to have been undertaken since 2011.

The Board of Trustees intends to standardize management of construction projects with Mecklenburg County by directing the Library to use the policy and goals of Mecklenburg County for Library construction projects. The Board of Trustees intends to review changes to Mecklenburg County’s M/W/SBE policy and goals as they might occur over time and decide whether to adopt any such changes

After some discussion and on a motion by the Real Estate Committee, the Board unanimously approved the use of Mecklenburg County’s Minority, Women & Small Business Enterprises (M/W/SBE) participation policy for Library construction projects.

CEO Report-Lee Keesler

Mover & Shaker Award- Kiara Garrett

David Singleton announced that Teen Services Specialist, Kiara Garrett won a Library Journal’s Mover & Shaker award for her work pairing books with albums. Her “If you like this album” book list paired 20 writers of color with hip hop and pop culture artists, shining a spotlight on socially conscious books and albums. Her initial Facebook post was shared 21,000 times. A month later, the book list was reposted to Twitter and shared 23,000 times.

Garrett is working on a second “If you like this album” book list and has several themed book lists she plans to match with song playlists. “We work with a ton of teens of African American and Latino descent, so I tend to recommend books to them that they can relate to on a personal level, but also I believe that representation matters,” Garrett says.

Story of Impact

David Singleton shared the story of Rayshawn who was introduced to the Library through Outreach to Myers Park High School--Afternoon Academy where there are many non-traditional students who live in poverty. Rayshawn was planning to attend an upcoming job fair but had no resume. Christy from Outreach helped Rayshawn create a resume to take to the job fair and she ultimately was able to receive and accept a job offer.

Mr. Singleton also introduced us to Joy who currently resides at Jail North. Pam from Outreach teaches a jazz and poetry class to inmates at Jail North. Music encourages inmates to put their feelings/thoughts into words. Many had not heard any music since their incarceration, so this was extra special. Several said that it transported them to happier times in their lives. Several even gave poetry performances. Joy called Pam over and thanked her for coming to visit them. She said that Pam always treated them like regular people and that she didn’t speak down or lecture them and

that she appreciated that so much. Joy also told Pam that she was getting out in a few weeks and wanted to start going to the library but knew there were fines on the card since she was 12 years old. When Pam returned to the office she checked out her card and saw there were fines from 2002. Pam erased the fines and was able to give Joy the fresh start she needed.

Library Foundation Update

Jenni Gaisbauer provided the following updates:

- Several members of the Foundation Board will roll off in June.
- In July Crawford Pounds will succeed Linda Lockman-Brook as Chair and Jennifer Green will fill the Vice Chair slot.
- The Foundation is currently \$140,000 shy of reaching its annual fundraising goal. Foundation staff feel confident the goal will be reached by the end of June.
- Verse & Vino sponsorship packages are included in board materials.
- Three new sponsorship packages --- wine, parking and vignettes --- have been added in order to avoid increasing individual ticket prices or expanding event attendance. Capping the event at 1,200 attendees will preserve the quality of the experience for those in attendance.

Public Commons Update

Mr. Keesler provided the following updates:

- Betsy Fleming has begun her *Public Commons* Residency and has already met with a number of Library staff to gather feedback. Ms. Fleming's charge is to develop a written plan for operationalizing the unique *Public Commons* vision.

7th & Tryon Update

The 7th & Tryon steering committee received nine responses to the Request for Qualifications (RFQ) sent out in early March. From those nine responses the 7th & Tryon stakeholders selected five firms to receive a Request for Proposal (RFP). RFPs will be sent to the five firms within the next few days.

As the time when 7th & Tryon design work draws closer, planning for the new Main Library will need to be done in such a way that it complements and does not complicate 7th & Tryon development.

Branch Renovation Project Updates

Frank Blair updated the Board on the following projects:

- Morrison's renovation project has been completed.
- North County Regional Library's renovation will begin in Summer of 2018. Evacuation is expected to occur in July.
- The Support Services Center's adaptive re-use will begin in Summer of 2018 and finish in the Fall of 2019.
- Scaleybark will relocate in Summer of 2019.
- South County Regional Library's renovation will begin in Summer of 2019 and finish in 12-18 months.

Respectfully submitted,

Lenoir C. Keesler, Jr.
CEO