



**Library Board of Trustees**

**Library Board of Trustees Meeting**

**Via Zoom**

**Monday, June 27, 2022, 12:00pm – 1:30pm**

**Trustees Present**

Jon Buchan  
Joe Helweg, Chair  
Gloria Kelley  
Dr. Kimmerly Martin  
Tracy Montross  
Brandon Neal  
Charles Thomas

**Absent**

Ailen Arreaza  
Dr. Amy Hawn Nelson  
Rob Harrington  
Dr. Ricky Woods

**Staff Present**

Karen Beach  
Elyse Berrier  
Kevin Bittle  
Michael Boger  
Shelley Book  
David Dillard  
Asha Ellison  
Michael Engelbrecht  
Jenni Gaisbauer  
Krystal Green  
Saul Hernandez  
Meryle Leonard  
Pamela McCarter  
Caitlin Moen  
Angie Myers  
Emily Nanney  
Chantez Neymoss  
John O'Connor  
Keisha Portis  
Amy Richard  
Elesha Roupp  
Kathy Scott  
Erika Stoker  
Robert Stoker  
Kim Sykes-Joseph  
Hillary Swierc  
Marcellus Turner  
Chauna Wall  
Martha Yesowitch

**Others Present**

Mark Kutny  
Leslie Johnson, Mecklenburg County

Joe welcomed everyone to the Board Meeting at 12:00pm.

### **Absence with Cause**

Mr. Helweg requested a motion to approve absence with cause for Ailen Arreaza, Dr. Amy Hawn Nelson, Rob Harrington and Dr. Ricky Woods. On a motion by Charles Thomas and seconded by Brandon Neal, the Trustees unanimously approved their absence with cause.

### **Minutes**

Mr. Helweg requested a motion to approve the minutes from the Board of Trustees meeting held on April 18, 2022 and May 9, 2022. On a motion by Brandon Neal and seconded by Charles Thomas, the Trustees unanimously approved the April 18, 2022, meeting minutes and the May 9, 2022 meeting minutes with the correction that Jon Buchan was absent from the meeting.

### **Chair Report**

Mr. Helweg provided the following updates:

- Board of Trustees Leadership
  - Brandon Neal announced that he would be moving to Chicago and will not be able to serve as the incoming Board Chair. He thanked the entire board and Library leadership for the amazing work they do to support the community.
  - Joe Helweg thanked Mr. Neal for his work on the Board, the Real Estate Committee and the hiring panel that hired MT.
  - Joe Helweg proposed remaining in place as the Chair for the time being but that Charles Thomas who would have been serving as the Vice Chair will be moved up to serve as Chair. Specific dates for the change in leadership from Mr. Helweg to Mr. Thomas has not been finalized and will remain fluid.
  - A formal action item regarding Board leadership will be brought to the Board at the July meeting for approval.
  - New board committees and committee chairs will be announced soon, possibly at the July meeting.
- July BOT Meeting
  - A July Board meeting will need to be held to manage the amount of Board business this year.

### **Committee Reports**

#### **Finance Committee**

Angie Myers provided the following updates:

- Budget Recap
  - Successes
    - Pineville staff, operating expenses and opening day collection was mostly funded
    - Bilingual pay premium was fully funded
    - IT & Real Estate contractual increases were mostly funded
    - 5% across the board raise for employees
    - \$20.00 per hour minimum for employees
    - 2 new wellness days added for employees to use
  - Challenges
    - Chief Equity & Inclusion Officer was not funded
    - Security Master Plan was not funded
    - 4 critical support positions in HR, Marketing, Data and Project Management were not funded

- 80% of the 23% increase in the budget over FY 2022 is from the Federal Emergency Connectivity Fund that we received last year. The money is being moved into FY 2023's budget
- 5.6% increase in funding from the County

Joe Helweg thanked Angie Myers for her leadership in the budget process and thanked Leslie Johnson for being a great partner for the Library.

On a motion by Tracy Montross, seconded by Brandon Neal, the Board unanimously approved the FY 2023 budget.

Angie Myers thanked Kathy Scott for her hard work and dedication to the Library as she will be retiring in August of this year.

- Budget Adjustments
  - \$7,853,040 from Federal to Technology Related
  - \$2,500,000 from Mecklenburg County to Facility Related
  - \$650,000 from Mecklenburg County to Personnel Related
  - \$123,518 from Other Revenue to Professional Services
  - \$5,000 from Foundation Contribution to Programming
  - \$5,000 from Foundation to Technology Related
  - \$4,465 from Foundation to Misc. General Operating

On a motion by Kimmerly Martin, seconded by Brandon Neal, the Board unanimously approved the budget adjustments.

### **HR Policy Updates**

Angie Myers provided the following updates and noted that all 3 of the updates are grounded in our general philosophy of aligning with Mecklenburg County on many human resource policies:

- 2 added "Wellness Days" for staff to take leave from work
- Classification & Compensation Updates
  - Change in terminology from "market rate" to "midpoint"
  - Bilingual pay premium
- Telework Policy
  - New policy will allow for up to 3 days of telework dependent on business need
- Approve CFO to make clarifications and wording adjustments to HR policies when they're not new benefits as needed

After some Board discussion and on a motion by Jon Buchan and seconded by Tracy Montross, the board unanimously approved the HR Policy Updates that includes an additional 2 Wellness Days for staff, Classification & Compensation updates, Telework Policy and giving the CFO the ability to execute additional clarifications that do not involve either expansion or diminution of benefits.

### **Real Estate Committee**

Brandon Neal and David Dillard provided the following updates:

Action Item: Authorize CEO Marcellus Turner to execute a lease amendment to extend the term of the land lease for the University City Regional Library for an additional term of two years (from 12/31/22 to 12/31/24).

Staff Contact: David Dillard, Charlotte Mecklenburg Library Real Estate Leader

**Background**

The Public Library of Charlotte and Mecklenburg County executed a 30-year ground lease with The Charlotte-Mecklenburg Hospital Authority in 1990 and built the 24,500 square foot University City Regional Library. The lease was amended in 2019 to extend the term for an additional two-year term (through 12/31/22). This amendment will extend the land lease for two additional years (through 12/31/24) but will have an option for the Library to terminate with 30 days prior written notice so we can end the obligation once we have moved into our new facility.

**Rationale**

It will take longer than the previously extended lease termination date to complete the development and purchase of the new University City Regional Library. Therefore, the Library has negotiated an additional two-year extension of the land lease to allow the time necessary to complete the design, perform the construction, and close on the purchase of the new facility.

After some Board discussion and on a motion by Charles Thomas, the Board unanimously approved the action item authorizing CEO Marcellus Turner to execute a lease amendment to extend the term of the land lease for the University City Regional Library for an additional term of two years (from 12/31/22 to 12/31/24).

**New Main Library Presentation**

Marcellus Turner, Caitlin Moen, Jenni Gaisbauer, David Dillard and Asha Ellison presented the following updates: Current State of Design (Caitlin Moen)

- A new Main Library design and explanation was given through images

**CommonSpark Campaign Progress Report (Jenni Gaisbauer)**

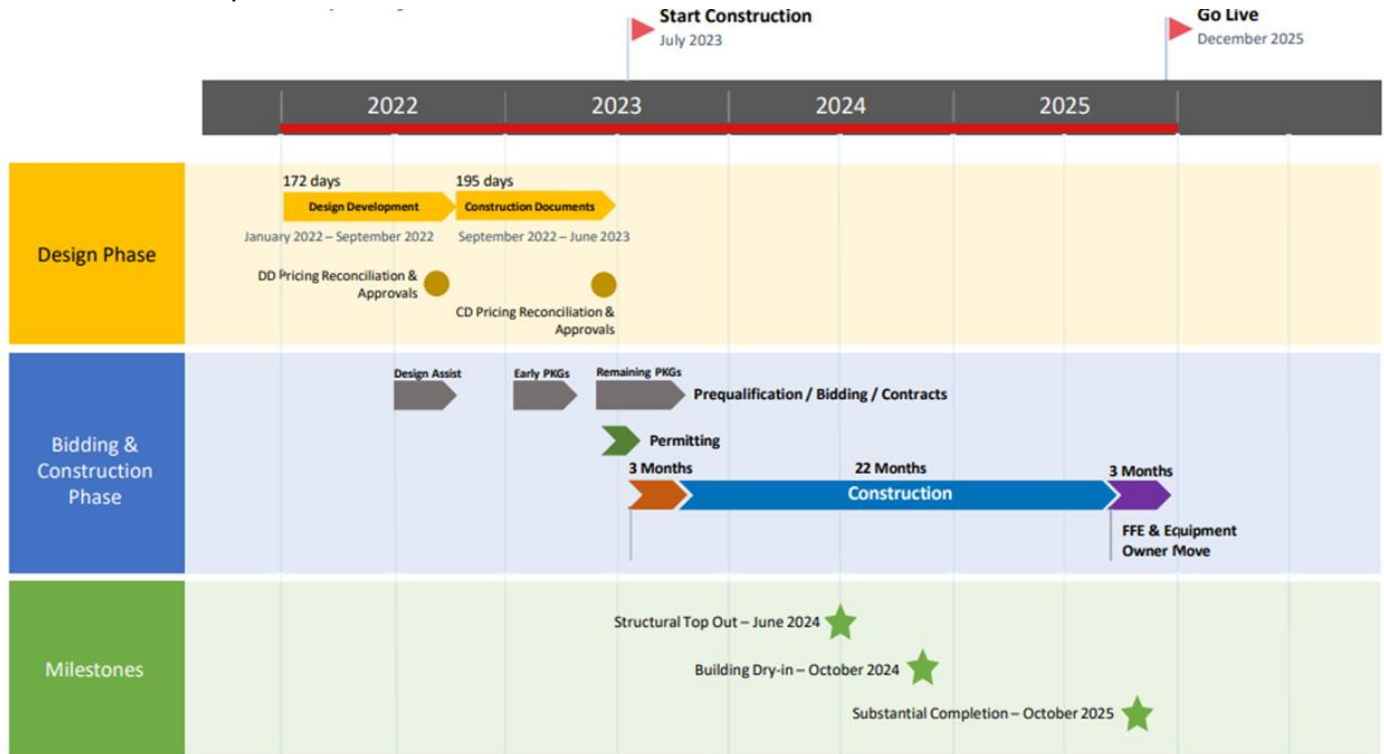
	New Main Library Building	Library Administration Center	Technology, Programs & Innovation	Endowment	Annual Support	Total
County Investment	\$50,000,000	\$15,000,000				\$ 65,000,000
Private Investment	\$65,000,000		\$7,000,000	\$1,000,000	\$5,000,000	\$ 78,000,000
<b>Total:</b>	\$ 115,000,000	\$15,000,000	\$7,000,000	\$1,000,000	\$5,000,000	\$143,000,000
<b>Raised to Date</b>	<b>\$93,128,951</b> 81%	<b>\$15,000,000</b> 100%	<b>\$1,971,047</b> 28%	<b>\$1,034,384</b> 103%	<b>\$6,629,194</b> 133%	<b>\$117,763,576</b> 82%

**Schedule & Budget (David Dillard)**

- Project Process
  - Schematic Design
  - Design Development
  - Construction Documents

- Permits and Bidding
- Construction

- Main Library Schedule



Rodgers Builders, Inc.

- Main Library Budget

- New Main Library, \$115,000,000
- Allocation from Theaters, \$8,100,000
- Total \$123,100,000
- Theaters Renovation, \$32,500,000
- Total of New Main Library and Theaters, \$155,600,000

### Communication and Speaking Points (Asha Ellison)

- Community Information on New Main Library

- “The Vision for New Main Library” can be found on the Library’s website at [cmlibrary.org](http://cmlibrary.org), our Building Projects page or directly at <https://cmlibrary.org/future-main-library>.
- The page is reviewed by the Main Library project team and updated as needed.
- This page explains the history of Main Library, the vision for its future and the journey to getting there. It includes info on the features of new Main, funding and support for the project including the CommonSpark campaign, other information about development along the North Tryon corridor and FAQs.

- Frequently Asked Questions

- An updated FAQ document is in progress. We are capturing questions as they arise, but also actively working to get ahead of questions we anticipate from the community.
- Most frequently asked question is “When will construction begin on the library/why hasn't there been progress, and will this impact the projected completion time?” Our answer has been “This is a complicated project with numerous entities involved. While nothing structural appears to be occurring

from the exterior, there has been much activity on the inside including salvage, decommissioning activity, and environmental work, all of which are necessary prior to demolishing the building. We are also making sure the new Library and the renovation of the McGlohon and Duke Energy theaters are coordinated with the master developer's work. Design and pricing efforts continue so that we can be prepared to start construction as soon as we have the construction drawings and building permits. We anticipate the demolition will commence this fall if the master developer's deals are complete."

Closing & Feedback (Marcellus Turner)

- We will circle back to this at the Board meeting in July to take any questions you may have thought of

### **CEO Report**

Marcellus Turner provided the following updates:

- Introduced Krystel Green as the Library's new Chief Marketing Officer
- Thanked Asha Ellison for serving in the Interim role

Joe Helweg also thanked Asha Ellison for her work as the Interim Chief Marketing Officer.

**At 1:30pm, Joe Helweg adjourned the meeting.**

Respectfully submitted,

Marcellus Turner  
CEO