



Library Board of Trustees

**Library Board of Trustees Meeting
Main Library, Francis Auditorium
Monday, June 27, 2016, 11:00am – 1:30pm**

Trustees Present

Jennifer Appleby, Chair
Charles Bowman
Molly Griffin
Gloria Kelley
Ellen McIntyre
Ed Williams

Staff Present

Cordelia Anderson
Frank Blair
Shelley Book
Jenni Gaisbauer
Deanna Griffin
Lee Keesler
Angie Myers
David Singleton

Others Present

Leslie Johnson
Mark Kutny

Trustees Absent (with cause)

Dr. Eric Freedman
Rob Harrington
Dr. Leland Park
Charles Thomas
Hyong Yi

MINUTES

Jennifer Appleby welcomed everyone to the Blueprint presentation and turned the Blueprint portion of the meeting over to Lee Keesler.

Mr. Keesler explained that the Blueprint Team has been working for the last 16 months on a vision that will determine how the Charlotte Mecklenburg Library will serve the community in 2025. The presentation today is the culmination of all that hard work.

The Blueprint presentation was delivered by library staff and provided a glimpse of what library services will be in the year 2025. Actors portrayed a wide variety of customers with specialized needs who were able to find what they needed at the Charlotte Mecklenburg Library. The presentation concluded at 12:00pm.

Jennifer Appleby called the Board of Trustees meeting to order at 12:00 PM.

Ms. Appleby requested a motion to approve absence with cause for Trustees Dr. Eric Freedman, Rob Harrington, Hyong Yi, Charles Thomas and Leland Park. On a motion by Ed Williams and seconded by Charles Bowman, the Trustees unanimously approved the absence with cause.

Ms. Appleby requested a motion to approve the minutes from the Board of Trustees meeting held on May 16, 2016. On a motion by Ellen McIntyre seconded by Molly Griffin, the Trustees unanimously approved the May 16, 2016 meeting minutes.

Finance Committee

Angie Myers reported the following:

Budget Update

Ms. Myers reviewed the FY 2017 Proposed Budget attachment. Highlights include:

- The Library's proposed budget is \$36.8MM, up 2.45% from last year
- The Library's FY 2017 budget priority was investment in the collection
- State funding is up while Federal funding is down
- Foundation contributions are down due to the timing of multi-year grants expiring

Ms. Appleby requested a motion to approve the FY 2017 budget proposal. On a motion by Molly Griffin and seconded by Charles Bowman, the Trustees unanimously approved the FY 2017 budget.

Finance Report

Ms. Myers reviewed the June 27, 2016, Finance Report attachment. Highlights include:

- The Library is spending its budget and there are currently no financial surprises
- Reduced revenue from fines is offset by growth in revenue from fees
- The Library's request of the County to be able to reallocate \$500,000 in lapsed salaries to the collection was denied

Budget Adjustments

Ms. Myers reviewed the Budget Adjustments attachment. Adjustments this month include:

- The addition of \$10,443,080 in multi-year, in-kind investments from Mecklenburg County related to facilities and technology
- The addition of \$2,500,000 in FY 2016, in-kind investments from Mecklenburg County in building maintenance
- The addition of \$625,000 in FY 2016, in-kind investments from Mecklenburg County in building security
- The transfer of \$20,000 in FY 2016, from library fees to copy and print budget

On a motion by Molly Griffin and seconded by Bowman, the Board unanimously approved the budget adjustments.

CEO Report

FY 2016 Year in Review

Mr. Keesler and several other staff members presented the Library's FY 2016 Year in Review attachment. Successes, progress and disappointments were highlighted related to key strategic goals and roles:

- Community Engagement & Awareness
- 21st Century Access
- Operational Excellence, Fiscal Stability and Sustainability
- Library as Leader

FY 2017 Program of Work and KPIs

Mr. Keesler reviewed the FY 2017 Program of Work and KPI attachment. There are 14 Program of Work initiatives this year that will make important contributions to the Library's 3X4 strategic framework of goals and roles.

Distribution System Presentation Follow-up

Mr. Keesler stated he felt he needed to follow-up after the May board meeting's presentation on recommended enhancements to the Library's distribution system. He pointed out that the intent was to identify the future state necessary to enable the Library to achieve its full potential as a contributor to individual lives and a stronger community. Library leadership fully understands that resource constraints are a reality, and that priorities will have to be established and choices made.

Sixth and Tryon Update

Mr. Keesler explained that the Sixth and Tryon Steering Committee has made additional recent progress in its efforts to redevelop the block. DaVinci delivered its final recommended strategy on June 17 to the satisfaction of the Steering Committee. The Steering Committee will meet soon to identify next steps.

North Tryon Master Plan Update

Mr. Keesler stated that he would give an update at the September, Board of Trustees meeting after the last North Tryon Vision Plan meeting has been held. Library staff will begin the internal process of planning for the Main Library transition in July. This planning will include program planning for the new facility, planning for an off-site services center, capital campaign planning and public service transition.

Library Foundation Update

Jenni Gaisbauer provided the following update:

- The Leon Levine Foundation has awarded the Library Foundation a \$100,000 challenge grant - and the "challenge" is that to receive the funds, \$100,000 in qualifying gifts must be raised from the community by December 10, 2016.
 - The Leon Levine Foundation will match all gifts of up to \$5,000 from new supporters, past donors who haven't made a gift in the last two years, and the increased portion of gifts from recent donors who increase their support.
 - The grant will match up to a total of \$100,000 and the funds are unrestricted, which means the Library can prioritize how the money is spent based on community needs.

Library Closing Calendar

Lee Keesler presented the proposed library closing dates for 2017.

On a motion by Charles Bowman and seconded by Molly Griffin the board unanimously approved the 2017 Library Closing Calendar.

Board Discussion

The Board discussed their enthusiasm and appreciation for the Blueprint presentation delivered at the beginning of the meeting.

On a motion by Charles Bowman and seconded by Molly Griffin the meeting was adjourned at 1:35 PM.

Respectfully Submitted,

Lenoir C. Keesler, Jr.
CEO