



Library Board of Trustees

**Library Board of Trustees Meeting
Mecklenburg County ABC Board HQ, 3333 North Tryon Street
Monday, May 16, 2016, 12:00pm – 1:30pm**

Trustees Present

Jennifer Appleby, Chair
Charles Bowman
Molly Griffin
Rob Harrington
Ellen McIntyre
Dr. Leland Park
Charles Thomas
Hyong Yi

Staff Present

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

Others Present

Jason Hughes, ABC CEO
Leslie Johnson
Mark Kutny
Joel Riddle

Trustees Absent (with cause)

Dr. Eric Freedman
Gloria Kelley
Ed Williams

MINUTES

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

Ms. Appleby welcomed everyone to the Mecklenburg County, ABC Board offices. She also welcomed special guests Jason Hughes, ABC Board CEO, and Joel Riddle, Mecklenburg County’s Human Resources Director.

Ms. Appleby requested a motion to approve absence with cause for Trustees Dr. Eric Freedman, Gloria Kelley and Ed Williams. On a motion by Molly Griffin and seconded by Leland Park, 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 March 21, 2016. On a motion by Charles Thomas, seconded Hyong Yi, the Trustees unanimously approved the March 21, 2015 meeting minutes.

Special Guest--- Mecklenburg County, ABC Board CEO, Jason Hughes

Jason Hughes provided the Board an overview of Mecklenburg County ABC. Highlights included:

- Mecklenburg County Alcoholic Beverage Control manages the sale of distilled spirits through business principles that promote excellence in customer service, establishes effective alcohol education partnerships, administers regulatory provisions, and instills financial accountabilities that benefit the citizens of Mecklenburg County.
- Through its alcohol education activities, the Mecklenburg County ABC Board provides education and substance abuse funding to community partners.
- The ABC Law Enforcement Division employs fifteen (15) officers with full arrest powers throughout the State. The unit also empowers certain officers within the Charlotte-Mecklenburg Police Department to enforce North Carolina alcoholic beverage laws.
- The ABC Board was able to provide the library with \$462,000 in financial support this fiscal year.

Finance Committee

Hyong Yi asked Angie Myers to present the budget update and finance report. Angie Myers reported the following:

Budget Update

- As a reminder, the Library's top 3 funding priorities for this budget season are:
 - a. Collection
 - b. Digital Strategy
 - c. Main Library Reinvention
- County Manager Dena Diorio will make her budget recommendation to the Board of County Commissioners on Thursday, May 26 at noon.

Finance Report

- The Library is spending its budget and there are currently no financial surprises.
- Revenue from fines continues to drop.
- Revenue from fees is up slightly due to room reservations, proctoring and guest passes.

Budget Adjustments

- \$3,200 People and Stories multi-year grant
- \$10,000 John Cotton Dana Award
- \$25,000 Books and Materials contribution from the Library Foundation

On a motion by Hyong Yi and seconded by Charles Thomas, the Board unanimously approved the three budget adjustments.

CEO Report

FLSA Update and Impact

Mr. Keesler introduced Joel Riddle and Deanna Griffin and explained the purpose for today's FLSA presentation is purely educational in nature and there were no decisions expected from the Board.

Mr. Riddle presented a PowerPoint on the new proposed FLSA regulations. (See attachment #1)

Mrs. Griffin explained that the primary impact of the new FLSA proposed regulations to the Library is to the librarian job classification exempt/non-exempt status. The options are:

- Change the Librarian classification from exempt to non-exempt and pay overtime wages for any hours per week worked over 40.
- Leave the Librarian classification as exempt and raise the base salary of approximately 73 librarians to the minimum required by law.

There was a discussion about the best option for the Library and the librarians. Joel Riddle provided his recommendation of keeping the librarian classification the same and paying overtime.

Lee Keesler explained that the library leaders will discuss again and bring a recommendation to the Board in June.

Library Foundation Update

Jenni Gaisbauer provided the following updates:

- The Foundation has secured \$180,000 in Verse & Vino sponsorships to date.
- The Foundation Board of Directors is working on a Reserve Policy similar to the Reserve Policy the Board of Trustees approved in 2015.
- Four bequests have been realized this fiscal year. This underlines the importance of the Dewey Circle and the Foundation's efforts to secure planned gifts.

Capacity-- Distribution System Update, Part 2

Frank Blair presented a PowerPoint on the Library's distribution network covering the following topics: (See attachment #2)

- Review of Community Trends
- Review of Usage Trends
- Current Platform
- Future Platform
- Library Strategies
- The Next Ten Years

After the presentation there was discussion regarding some of the particular strategies and feasibility of the plan. Concern was raised about being able to secure the funding needed to carry out such a bold plan over the next 10 years. The Board felt it had been a good exercise to go through to help determine top distribution priorities for the future. Mr. Keesler explained that the intent had been to identify solutions that would enable the Library to achieve its full potential --- assuming no funding constraints. Mr. Keesler acknowledged that full funding from Mecklenburg County might not be possible due to heavy demands on the County's funding capacity.

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

Respectfully Submitted,

Lenoir C. Keesler, Jr.