AGENDA

Noon Call to Order, Welcome & Introductions (Charles Bowman)

12:05 Minutes (Charles Bowman)

- Approval of the Meeting Minutes for November 17, 2011 (Attachment 1) *
- Review of Meeting Minutes of Executive Committee for December 16, 2011

12:10 CEO Report (Vick Phillips)

- Director’s Award (Employee recognition) (Rick Ricker)
- Update on Programming Plan (David Singleton)
- Update on Development Plan (Karen Beach)
- Update on DNC rental interest (Frank Blair)
- Overview of Last 12 Months (Vick Phillips)

12:35 County-Library Relationship MOU (Harry Jones/Vick Phillips)

12:45 Financial Report (Vick Phillips) (Attachment 2)

- FY12 End of Month December
- Budget Adjustments*

12:55 Board Committee Assignments 2012 (Charles Bowman)

1:05 Proposed Revisions—Library Policies (Attachment 3)* (David Singleton)

1:10 Proposed Revisions—BFR Easements (Attachment 4)* (Frank Blair)

1:15 Closed Session– Personnel Matter (Pursuant to GS 143- 318.11 (a) (16)

1:30 Other Business/Adjournment

*Requires Board Approval

Next Meeting Thursday, March 15, 2012 @ Noon
Library Board of Trustees Meeting
Communications Subcommittee
Main Library, Dickson Boardroom
Tuesday, January 31, 2012
2 p.m.

AGENDA

2 p.m.  Communications Plan 2012  (Cordelia Anderson)

2:30 p.m. Strategies for spring 2012  (All)
Library Board of Trustees Meeting

Main Library
Dickson Boardroom
Thursday, March 15th, 2012
Noon

Noon Call to Order, Welcome & Introductions (Molly Griffin)

12:05 Minutes (Molly Griffin)
  • Approval of the Meeting Minutes for January 19, 2012 (Attachment 1) *
  • Review of Meeting Minutes of Executive Committee for February 2, 2012

12:10 Committee Activity—Reports from Lead Trustees of Board Committees

12:25 CEO Report (Vick Phillips)
  • Development Plan - Update (Karen Beach)
  • DNC Rental Interest - Update (Frank Blair)
  • Main Library Committee - Update (Vick Phillips)

  • FY12 End of Month February
  • Budget Adjustments *
  • FY13 Budget Preview

1:05 April 19th Annual Retreat (Vick Phillips)

1:15 Other Business/Adjournment

*Requires Board Approval

Next Meeting Thursday, April 19th
AGENDA

10:00   Board Meeting

I.  Call to Order
II.  Approval of the Minutes of the March 15, 2012 Meeting (Attachment 1)
III. Welcome CEO-elect—Q&A with Trustees
IV. Committee Activity (including review of EXCOM minutes)
V.  March Financial Report (Attachment 2)
VI. Adjourn formal meeting; next meeting May 17, 2012

Needs Board Approval *

10:30  FY13 Submitted Budget /Advocacy
10:45  Programming Plan—FY12 update/FY13 proposed plan
11:15  Development Plan—FY12 update/FY13 proposed plan; Foundation update

11:45  LUNCH—FFTC rooftop patio

12:45  Update on Task Force recommendations
1:00   Strategic Planning
   •  County Process—rolling 3-year plans
   •  Timeline
   •  New CEO involvement
   •  Components (Overall, Technology, Facilities)
2:00   Other/Miscellaneous
2:30   Adjourn
Library Board of Trustees Meeting

Main Library
Dickson Boardroom
Thursday, May 17, 2012
Noon

Noon  Call to Order, Welcome & Introductions  (Charles Bowman)

12:05  Minutes  (Charles Bowman)
  • Approval of the Regular & Retreat Meeting Minutes of April 19, 2012 (Attachment 1) *

12:10  Committee Activity—reports from Lead Trustees as needed

12:25  CEO Report  (Vick Phillips)
  • Grant proposal for serving homeless  (David Singleton)
  • Director’s Award (Employee Recognition)  (Rick Ricker)
  • Urban Institute/UNC Charlotte Study Update  (Vick Phillips)

  • FY12 End of Month April
  • Budget Adjustments *
  • Approval to authorize bank signatures for new CEO

1:05  Annual Retreat Overview—Trustee feedback  (Vick Phillips)

1:15  Other Business/Adjournment

*Requires Board Approval

Next Meeting Wednesday, June 27th
Library Board of Trustees Meeting

Main Library
Dickson Boardroom
Wednesday, June 27, 2012
Noon

Noon Call to Order, Welcome & Introductions (Charles Bowman)

12:05 Minutes (Charles Bowman)

[ACTION] • Approval of Meeting Minutes for May 17 (Attachment 1) *

12:10 Committee Activity—reports from Lead Trustees as needed

12:20 CEO Report (Vick Phillips)

• ULC Innovations Initiative Award; LSTA Grant (David Singleton)

[ACTION] • FY13 Development Plan*

[ACTION] • FY13 Programming Plan*

• FY13 Communications Plan (Cordelia Anderson)

• Staffing for Sunday Hours (Joel Riddle)

• Server Move Update (Frank Blair)

• Senior Fiscal Analyst (Vick Phillips)

• CEO Transition Update (Vick Phillips)


• FY12 End of Month May

[ACTION] • Budget Adjustments *

[ACTION] • Projected 6/30/12 Financial Results

[ACTION] • FY13 Budget Approval *

1:15 Other Business/Adjournment

*Requires Board Approval

Next Meeting Thursday, Sept. 20
Library Board of Trustees Meeting  
Main Library  
Dickson Boardroom  
Monday, September 24, 2012  
Noon

Noon  Call to Order, Welcome  (Charles Bowman)

12:05  Minutes  (Charles Bowman)

[ACTION]  • Approval of Meeting Minutes for June 27 (Attachment 1) *

[ACTION]  Resolution – J. Vick Phillips (Attachment 2) *  (Charles Bowman)

Director’s Service Excellence Award – Serena Morrow & Pamela McCarter  (Rick Ricker)

12:15  Committee Activity—Reports from Lead Trustees
• Charlotte Mecklenburg Library Foundation Board
• Nominating Committee

12:20  CEO Report
• Potential Transfer of Historical Archives  (Lee Keesler)
• Programming Report FY 2012 (Attachment 3)  (David Singleton)
• Industry Update  (David Singleton)
• Mecklenburg County Relationship Update  (Lee Keesler)
• Quick Hits
  - Summer Reading Recap  (David Singleton)
  - Expanded Sunday Hours- Rollout/Recap  (David Singleton)
  - Customer Service Survey  (Sean Hogue)
  - Employee Climate Survey  (Rick Ricker)
  - Development Report  (Karen Beach)
  - DNC Recap  (Frank Blair)
  - Library in the News (Attachment 4)  (Cordelia Anderson)
• Strategic Planning  (Lee Keesler)

1:10  Financial Report (Attachment 5)  (Chuck Mallas)

[ACTION]  • FY13 End of Month August

1:20  Other Business/Adjournment

*Requires Board Approval  
Next Meeting Thursday, October 18
Noon      Call to Order, Welcome & Introductions  (Charles Bowman)
12:05     Minutes (Attachment 1)  (Charles Bowman)

[ACTION]  • Approval of Meeting Minutes for September 24*

Paul Stroup, Chief Executive Officer  (Charles Bowman)
Mecklenburg County Alcoholic Beverage Control Board

12:10     Committee Activity—Reports from Lead Trustees

Ad Hoc Work Group Report/Recommendation  (Reneé Casali)

[ACTION]  Communication Committee (Attachment 2)  *  (Ed Williams)
Nominating Committee  (Sally Robinson)

12:20     CEO Report

• Industry Update  (David Singleton)
• County Relationship Highlights  (Lee Keesler)
• Quick Hits
  - Long Creek Elementary Accelerated Reader pilot  (David Singleton)
  - IMLS Early Childhood Literacy/Announce Coordinator  (David Singleton)
  - Early Voting  (David Singleton)
  - Development Report  (Karen Beach)
  - Library in the News (Handout)  (Cordelia Anderson)
  - 2013 Holiday Schedule (Attachment 3)  (Rick Ricker)

• Strategic Plan  (David Singleton, Molly Griffin)

12:50     Financial Report (Attachment 4)  (Chuck Mallas)

• FY13 End of Month September

[ACTION]  • Budget Adjustments *

1:15      Other Business/Adjournment

*Requires Board Approval

Next Meeting Thursday, November 15
Library Board of Trustees

Main Library
Dickson Boardroom
Thursday, November 15, 2012
Noon

AGENDA

Noon  Call to Order, Welcome & Introductions (Bowman)

12:05  Minutes
Approval of the Minutes of the October 18 Meeting (Attachment 1) (Bowman)*

12:05  Fiscal Year Audit Report (Attachment 2) (Collin Hill, C.P.A., Cherry, Bekaert & Holland)

12:25  Committee Activity – Reports from Lead Trustees

- Facilities Committee (Casali)
- Library Foundation* (Branstrom)
- Nominating Committee* (Robinson)
- Community Engagement Committee* (Attachment 3) (Kelley)

12:45  Library Board of Trustees Schedule of Meetings 2013 (Attachment 4) (Bowman)

12:50  CEO Report (Keesler)

- Industry Update (Singleton)
- County Relationship (Keesler)
- Strategic Plan (Griffin, Singleton)
- Quick Hits
  - Charlotte Museum of History collection status (Blair)

1:00  Financial Report (Attachment 5) (Mallas)

- FY 2013 End of Month October
- FYE 2013 Projection
- Budget Adjustments *

1:15  Other Business/Adjournment* (Bowman)

* Action Item