



**Library Board of Trustees Meeting  
Monday, September 9, 2025  
Library Administration Center  
11:30am – 1:00pm**

**Trustees Present In-person**

Ailen Arreaza  
Peggy Brookhouse  
Dr. Stacey Brown, Vice-Chair  
Jon Buchan  
Dr. Amy Hawn Nelson, Chair  
Joe Helweg  
Dr. Kimmerly Martin  
Tracy Montross  
Dr. Ricky Woods

**Staff Present**

Michael Boger  
Rachel Bradley  
Jenni Gaisbauer  
Krystel Green  
Emery McTindal  
Caitlin Moen  
Angie Myers  
Teleia White  
Martha Yesowitch

**Others Present**

Helen Hope Kimbrough (CMLF Chair)  
Mark Kutny  
Starla Tanner (Consultant)

**Trustees Present Virtually**

Preethi Srinivasan

**Trustees Absent**

Charles Thomas

**Call to Order**

Dr. Amy Hawn Nelson called the meeting to order and welcomed everyone to the Library Administration Center.

**Absence with Cause**

**Dr. Hawn Nelson requested a motion to approve absence with cause for Mr. Charles Thomas. On a motion by Ms. Ailen Arreaza and seconded by Dr. Ricky Woods, the Trustees unanimously approved the absence with cause.**

Nine Trustees voted in-person, and one voted virtually. One Trustee was absent.

**Approval of Minutes**

**Dr. Hawn Nelson requested a motion to approve the meeting minutes from the June 16<sup>th</sup> Board meeting and the August 12<sup>th</sup> Board retreat, On a motion by Mr. Joe Helweg and Mr. Jon Buchan, the Trustees unanimously approved the minutes.**

Nine Trustees voted in-person, and one voted virtually. One Trustee was absent.

**Public Comment**

No member of the public signed up to speak during this meeting's public comment section.

**Chair Update**

- Dr. Hawn Nelson informed the Trustees that Board committees for FY26 are meeting regularly and working hard.
- The CEO Search Committee has had several meetings over the past month and the process is going smoothly and the firm has been easy to work with. The listening tour list has been reviewed and refined for efficiency.
- The Advocacy Committee met on September 8<sup>th</sup> and had a productive meeting. Dr. Hawn Nelson thanked Ms. Tracy Montross for her work in setting the committee up for success last year by creating the advocacy plan that can now be implemented.
- Dr. Hawn Nelson informed the Trustees that they would receive calendar invites regarding upcoming committee meetings and Board of County Commissioners events to help promote Trustee involvement. If a Trustee cannot attend the event or meeting they can simply decline the invite.
- Dr. Kimmerly Martin provided the Trustees with an update about the 20<sup>th</sup> anniversary of ImaginOn: The Joe & Joan Martin Center. ImaginOn is holding an event on October 11<sup>th</sup> to celebrate 20 years from 11:00am – 3:00pm. There will be many fun events scheduled to commemorate this important anniversary. A calendar invite will be sent out to all Trustees for awareness.

## **Committee Reports**

### **Finance Committee Update**

Ms. Preethi Srinivasan and Mr. Michael Boger provided the following updates:

- **FY2026 Budget Adjustments**
  - \$10,000 – The Foundation will provide the Library with \$10,000 in support of Spanish digital literacy programming.
  - (\$23,762) – Decrease in ABC revenue based on approved ABC budget for FY2026. A corresponding decrease is proposed in Miscellaneous General Operating.
- **Multi-Year Budget Adjustments**
  - \$20,222,484 – Recognition of capital payments to be made by Mecklenburg County for the relocation of the Sugar Creek branch.
- **Budget Transfers**
  - \$10,000 – Transfer from contingency to provide support for community partnerships.

| FY2026 Budget Adjustments           |                      |                                      |                                       |                                  |                                      |
|-------------------------------------|----------------------|--------------------------------------|---------------------------------------|----------------------------------|--------------------------------------|
| Budget Adjustment Number            | FY2026 or Multi-Year | Short Description                    | Budget Category                       | Revenue Budget Adjustment Amount | Expenditure Budget Adjustment Amount |
| 260901                              | FY2026               | Spanish Digital Literacy Programming | Revenue: Foundation Contribution      | 10,000                           |                                      |
| 260901                              | FY2026               | Spanish Digital Literacy Programming | Expenditure: Programming              |                                  | 10,000                               |
| 260902                              | FY2026               | ABC Distributions                    | Revenue: ABC Board                    | (23,762)                         |                                      |
| 260902                              | FY2026               | ABC Distributions                    | Expenditure: Misc. General Operating  |                                  | (23,762)                             |
| Total FY2026 Budget Adjustments     |                      |                                      |                                       | (13,762)                         | (13,762)                             |
| Multi-Year Budget Adjustments       |                      |                                      |                                       |                                  |                                      |
| Budget Adjustment Number            | FY2026 or Multi-Year | Short Description                    | Budget Category                       | Revenue Budget Adjustment Amount | Expenditure Budget Adjustment Amount |
| 260903                              | Multi-Year           | Sugar Creek Capital Project          | Revenue: Mecklenburg County (In-Kind) | 20,222,484                       |                                      |
| 260903                              | Multi-Year           | Sugar Creek Capital Project          | Expenditure: Facility Related         |                                  | 20,222,484                           |
| Total Multi-Year Budget Adjustments |                      |                                      |                                       | 20,222,484                       | 20,222,484                           |
| Budget Transfers                    |                      |                                      |                                       |                                  |                                      |
| Budget Transfer Number              | FY2026 or Multi-Year | Short Description                    | Budget Category                       | Budget Transfer Impact - Revenue | Budget Transfer Impact: Expenditure  |
| 260904                              | FY2026               | Community Partnerships               | Expenditure: Misc. General Operating  |                                  | (10,000)                             |
| 260904                              | FY2026               | Community Partnerships               | Expenditure: Programming              |                                  | 10,000                               |
| Total FY2026 Budget Transfers       |                      |                                      |                                       | -                                | -                                    |
| Grand Total Budget Adjustments      |                      |                                      |                                       | 20,208,722                       | 20,208,722                           |

**Mr. Thomas requested a motion to approve the FY25 Budget Adjustments for the month of September 2025. On a motion from Ms. Tracy Montross and Dr. Ricky Woods, the Trustees unanimously approved the Budget Adjustments.**

Nine Trustees voted in-person, and one voted virtually. One Trustee was absent.

## Real Estate Committee

Ms. Peggy Brookhouse and Ms. Caitlin Moen provided the following updates:

- Ms. Moen thanked Mr. Joe Helweg and Dr. Kimmerly Martin for their work on the selection committees for West Boulevard and ImaginOn for their upcoming construction projects. The architect has been selected for West Boulevard's new building and the team is now working through the pre-construction contract. The Construction Manager @Risk selection process is launching in a few weeks. The ImaginOn selection committee working on selecting the architect and Construction Manager @Risk later this month as well.
- The schematic design phase of the new Sugar Creek Library is wrapping up and the Library and architects are preparing to launch into design development for the new building. The next community meeting for this project will be held later in October. No date has been selected yet.
- The Mountain Island Library capital reserve project is going to get underway at the end of this year. The branch will be closed for a few months while work is being done on the roof, HVAC system, and add lighting to improve visibility and increase efficiency.

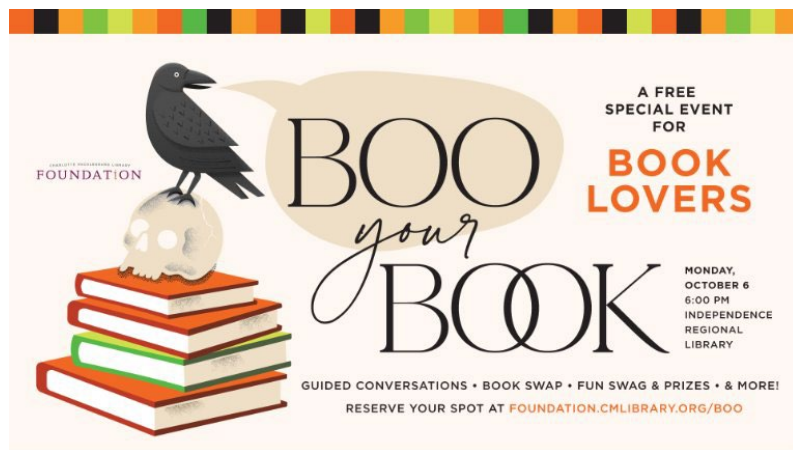
## Foundation Update

Ms. Jenni Gaisbauer provided the following updates from the Foundation:

- Ms. Gaisbauer informed the Trustees that the Foundation just completed their seventh hard hat tour for the new Main Library building. The tour groups consist of between 10 and 15 people. They are often donors who have donated to the campaign at a high level or are donor prospects. There is about \$9 million left to raise for the campaign. Construction of the building is going well and there is a lot of progress, so the tours have been very beneficial to helping donors and potential donors visualize the space they are investing in. The hard hat tours will conclude at the end of October and will pick back up in January.
- The Foundation has brought back Final Draught in anticipation of bringing it to the new Main Library when it opens. The next Final Draught is on September 15<sup>th</sup> and will be featuring Joy Callaway and moderated by Susie Orman Schnall. It will be held at Wray Ward at 6:30pm.



- Boo your Book is a special event that the new Main Library Programming Manager, Jess Schauble, has created. It will be held at Independence Regional Library on October 6<sup>th</sup> at 6:00pm. It is a free event where attendees have light-hearted discussions about the books that they did not like. There will be moderators helping to keep the conversation fun and positive. This event also includes a book swap so that attendees can bring in the books they didn't like and swap them with other attendees to try a new book.



- This year's Verse & Vino will be on November 6<sup>th</sup>. The featured artists are Nathan Harris, Rachel Hawkins, Diane Kochilas, and Jason Mott. There are only 12 tables left, which means 120 tickets available. 1,100 tickets have been sold already. The Foundation expects the event to sell out soon. There is a VIP reception that begins at 5:30pm and then the event will start at 6:00pm.
- The first Foundation Board Retreat will be held on September 25<sup>th</sup> from 11:00am – 5:00pm at the Library Administration Center. The facilitator for the retreat will be Meghan McNally from Dyonne Strategies in Seattle, Washington. The focus of the retreat is to discuss what the Foundation's and Board's visions are after the Main Library campaign is over. The Senior Leadership Team has been invited to attend so that they can talk about what the Library's biggest needs are moving forward. Vice-Chair, Dr. Stacey Brown will be in attendance as well to ensure the Library Board's voice is included in the discussion.

## **CEO & Library Director Update**

### **CEO Update**

Ms. Angie Myers provided the following updates:

- Key Mecklenburg County Dates
  - Wednesday, November 5<sup>th</sup>: Annual Library BOCC Presentation (Day before V&V!)
  - Wednesday, January 28 – Friday, January 30, 2026: County BOCC Budget Retreat
  - Wednesday, February 25, 2026 – Library FY2027 Budget "Roadshow Meeting" - Presentation to County Leadership (below County Manager)
- Ms. Myers gave the Trustees a preview of the Employee Climate Survey. The County will adopt the results and share publicly around September 24<sup>th</sup>. The overall picture is that there is not much change from last year. Results show that most categories only changed by one percent. The full quantitative results will be shared with Trustees and staff once they are made public by the County.

(Safety & Security Preview was in August 2025)

| Item                                     | FY2024 | FY2025 |
|------------------------------------------|--------|--------|
| Participation (LIB)                      | 78%    | 79%    |
| Employee Development Index               | 87%    | 88%    |
| Employee Motivation & Satisfaction Index | 89%    | 90%    |
| "The Necessities"                        | 89%    | 90%    |
| "Boosting Performance"                   | 87%    | 86%    |
| "Uniting the Organization"               | 89%    | 90%    |
| "Achieving Results"                      | 95%    | 95%    |

- **Equity & Inclusion Update**

- The Racial Equity Task Force
  - The RETF met on September 4th and worked to come up with a 6-month approach to completing some of the goals of the Racial Equity Task Force report that was produced in 2021.
    - Selected strategies for momentum:
      - Adopt Racial Equity Statement & review of core values and culture principles
      - Develop Racial Equity Education Plan
        - New Hires
        - Existing Staff
        - Board of Trustees
        - Vendors
      - Evaluate collections, displays, and exhibits and apply changes to increase racial representation
      - Connect with Departmental Equity Action Team (DEAT) on overlapping priorities
      - The RETF will communicate their progress to Library staff quarterly and to the Board at least twice a year.
  - County Partnership
    - Ms. Myers recently met with LaShaun Carter, the County's Chief Equity and Inclusion Officer, and had a productive conversation about where the County is regarding Equity and Inclusion and where the Library can align its efforts. The areas where the Library overlaps with the County are infrastructure & tools, workforce equity, inclusive engagement, and economic opportunity.
    - Alignment with 2025 Equity Action Plan – 6 goals
      - Infrastructure & Tools
      - Workforce Equity
      - Inclusive Engagement
      - Health Equity
      - Economic Opportunity
      - Criminal Justice
    - Develop and strengthen the connection between the Library's Racial Equity Task Force and the County's Equity Action plan goals.
  - Departmental Equity Action Team
    - The next meeting for DEAT will be on September 24<sup>th</sup>. The team will get together to discuss the goals of the group and how to streamline the approaches to reaching them.
    - This team aligns to :
      - **Vision:** We envision all people in Mecklenburg County will have an equitable opportunity to thrive in the workplace and community.
      - **Goal:** (County) employees and residents have the understanding of and ability to advance equity.
    - Library DEAT is responsible for:
      - Implementing Library Equity Operating Plan (Incorporated into Strategic Direction & Annual Operating Priorities)
      - Creating & Maintaining Diversity Equity Action Plan
      - Staying connected to the County on community-wide issues and opportunities for all staff to participate in things the County is hosting or paying for.

- Ms. Myers requested that Trustees send in a short video of appreciation for Library staff so that the videos can be featured during the Senior Leadership Team's presentation at Staff Day on October 13<sup>th</sup>.

#### **Library Director Update**

- Ms. Moen introduced Eric Hartman, Adult Services Librarian at South County Regional, who has taken on the role of staff reporter for the Board of Trustees meetings. Mr. Hartman will be attending the Board meetings and will then

create a report for staff to read that informs and summarizes the important items from the monthly meeting. This is meant to help improve communication and connection between the staff and the Board of Trustees.

- Ms. Moen recognized the Frontline Puppeteers team that consists of staff volunteers who come together to put on puppet shows at branch locations throughout the system. There are four team leaders and sixteen team members. The Frontline Puppeteers performed 20 shows and had 1233 attendees this Summer.
- Ms. Moen highlighted a new teen-focused event called Library Late Night. There were six Library Late Night events held at the regional branch locations with 127 attendees. Each event was from 6:00pm – 8:00pm, had different themes, and included food and fun activities. The response was positive, and the teams thought the events were successful and are hopeful to plan more.



- Ms. Moen informed the Trustees that September is Welcoming Month. Charlotte is one of 30 welcoming cities and the Library's initiative, WelcomeCLT, focuses on programs that meet the needs of people who are new to Charlotte, whether they are moving here from another state or country. This year's WelcomeCLT Challenge consists of a fun checklist for participants to complete and turn in for prizes. The Library is partnering with Carolina Ascent FC, the women's pro soccer team here in Charlotte. Everyone who completes the WelcomeCLT Challenge gets a ticket to the September 24<sup>th</sup> game which is being labeled as Library Night.
- Ms. Moen highlighted that this year's WelcomeCLT Challenge buttons were created by Library Staff member Chad Blevins who recently passed. The Library is honored to be able to incorporate his designs into this important initiative.

**WelcomeCLT Challenge**  
September 1 - 30, 2025

Name: \_\_\_\_\_ Branch: \_\_\_\_\_  
Phone: \_\_\_\_\_

Help make Charlotte a more welcoming place for everyone—whether you're new to Charlotte, new to America, or a longtime local.

Complete any 3 challenge activities and return your sheet to your library branch for a WelcomeCLT bag and a free ticket to a Carolina Ascent soccer game. Plus, a chance to win one of five baskets filled with international games, books, and snacks.

- ☐ Attend a WelcomeCLT event
- ☐ Visit the WelcomeCLT Kiosk at your branch
- ☐ Visit the WelcomeCLT.org website
- ☐ Read a book about Charlotte
- ☐ Read a book about a character from another culture
- ☐ Visit an international grocery store
- ☐ Try a food from a new culture
- ☐ Visit a Charlotte Park
- ☐ Visit a Charlotte landmark
- ☐ Take a ride on public transit
- ☐ Befriend someone new to Charlotte

Tell us your favorite things about Charlotte:

SPONSORED BY:

www.welcomeclt.org



After some Board discussion, Dr. Hawn Nelson adjourned the board meeting at 12:51pm.

Respectfully submitted,  
Angie Myers  
Interim CEO