

# LIBRARY

**Infrastructure Committee  
Main Library – Dowd Learning Studio  
Monday, March 7<sup>th</sup>, 2016 – 10:30 a.m.**

*Trustees:*

Rob Harrington

*Library Staff:*

Frank Blair – Director of Technology & Operations

Lee Keesler – CEO

David Singleton – Director of Libraries

Angie Myers – Finance Director

Dana Eure – Assoc. Director of Lifelong Learning

Julia Smith – Location Manager, University City

Donovan Craig – Administrative Coordinator

Peter Jareo – Associate Director of Operations

*County Staff:*

Becky Miller – Project Manager, AFM

*Documents:*

Infrastructure Meeting Report – 2/15/16

Donovan Craig to take notes

*Meeting Report*

Rob Harrington welcomed all to the meeting however could not approve the previous meetings minutes due to the absence of Leland Park, Committee Trustee.

- Morrison Update

Becky Miller introduced a colleague from AFM and began the Morrison update with a brief report, focusing on previous progress and included future actions that may require certain decisions which could affect the budget. Among the future actions there were:

- The Extent of the roofing repairs required

- Equipment Selection with regard to AV, ADA equipment and Computers

- Automated Materials Handling

Ms Miller also presented the committee an outline of the expense report as provided by County Finance. Ms Myers mentioned that many of the figures presented are encumbered funds and not actuals and that she intends to provide the Library Board of Trustees with a more in depth look at the figure at the next Board of Trustees meeting in May. Mr. Blair requested that Ms. Myers provide the committee with quarterly financial updates to assist the committee in identifying whether or not the expenditures for the project are abnormal/normal relative to the size and timing of the project. Rob Harrington reviewed the document and was pleased to see the level of detail.

Ms. Miller did have questions regarding card access for employees at Morrison Regional Library and how the Library intends to move forward and whether or not it could support the upgrade financially. Mr. Blair explained that these conversations only come up during renovations due to the costs involved. Mr. Blair also explained that we would have the same issues with regard to security videos and monitors as the Library does not currently have the funding to support a security infrastructure similar to that of the County's.

- Library Facilities Plan presentation review (for March Board Meeting)

Frank Blair provided the committee with a draft presentation of the Facilities current status, which included their usage stats among other things, in order to create an understanding of the how and why library locations are important to the residents of Mecklenburg County. A presentation regarding the Library's future needs will follow at a later date.

- Other Business

Frank Blair mentioned that the library currently has 2 RFP's out for bid. One is for the art work which will accompany the Morrison Regional renovation and the other is for the Automated materials handling also to accompany the renovation at Morrison Regional.

The meeting adjourned at 11:47am