

LIBRARY

Library Board of Trustees

**Library Board of Trustees Meeting
Main Library, Dowd Learning Studio
Monday, September 15, 2014, 12:00 Noon**

Trustees Present

Molly Griffin, Chair
Jennifer Appleby
Charles Bowman
Robin Branstrom
Rob Harrington
Gloria Kelley
Joan Martin
Bob Sink
Ed Williams

Staff Present

Cordelia Anderson
Frank Blair
Shelley Book
Dana Eure
Jenni Gaisbauer
Leonora Kaufmann
Lee Keesler
Lois Kilkka
Joel Manning
David Singleton

Others Present

Sean Hogue (Financial Consultant)
Leslie Johnson (Assistant County Manager)
Becky Cheney (Legal Counsel)

Trustees Absent (with cause)

Leland Park

MINUTES

Molly Griffin called the meeting to order at 12:00 PM.

Ms. Griffin welcomed Mecklenburg County Assistant County Manager Leslie Johnson and introduced Becky Cheney, legal counsel filling in for Mark Kutny, to the meeting.

Ms. Griffin requested a motion to approve an “absence with cause” for Leland Park. On the motion by Ed Williams, seconded by Rob Harrington, the Trustees unanimously approved the motion.

Ms. Griffin requested a motion to approve the minutes from the Board of Trustees meeting held on June 23, 2014. On the motion by Joan Martin, seconded by Gloria Kelley, the Trustees unanimously approved the June 23, 2014 meeting minutes.

Committee Activity Report:

Nominating Committee: Charles Bowman explained that the Board has two Trustee positions to fill beginning in January 2015. One position was vacated by Renee Casali and one position will be vacated by Robin Branstrom as she is coming to the end of her two terms. Mr. Bowman also explained that the Board will also need to seek reappointment of Molly Griffin to Chair a second four-year term.

Mr. Bowman asked the Board to consider skill sets and experiences that are needed on the Board of Trustees as we look to nominate candidates to fill these positions. Mr. Bowman stated that knowledge of digital, public education, commercial real estate and public funding were top priorities given the direction of the library.

Charles Bowman stated that several candidates were being considered for the Board.

- Dr. Eric Freeman. Dr. Freedman is the Dean of the James L. Knight School of Communication at Queens University and could be very helpful with our digital activities moving forward.
- Charles Thomas is Executive Director of Queen City Forward, an entrepreneurial hub for those looking to balance business and social needs. Mr. Thomas currently serves on the Main Library Reinvention Advisory Committee and started his first business using library resources.
- Glenn Burkins is the founder and editor of Queen City Metro, an online newspaper geared to the African American community.

Mr. Bowman asked the Board to reflect on these candidates and to submit any other candidates they would like to consider.

Ed Williams stated that he knew Mr. Burkins and spoke highly of his talents, however mentioned that Mr. Burkins may have trouble finding the time to dedicate to the position.

Rob Harrington stated that he considers Mr. Thomas a good candidate who brings a lot of energy and ideas to our community and is heavily involved in our community.

Mr. Bowman said that all three candidates are highly capable and are on the slate at this time. He went on to say that he would talk to each of them and that he and Lee Keesler would select two candidates to move forward into the County's appointment process. Mr. Keesler explained that the Board of County Commissioners must interview all candidates for the Library Board of Trustees, which he believes speaks highly of our Board.

CEO Report:

State Funding: Lee Keesler described the most recent events in state funding. David Singleton added that it is difficult for the State Library and the North Carolina Department of Cultural Resources to look after our interests and he doesn't see that getting better in the near future.

Mr. Keesler stated that the total impact to the Library was a cut of \$150,000 this year. He also explained that due to the measure passed by the General Assembly to cap grant funding to municipal and single-county libraries around the state at \$400,000, funding cuts affected Mecklenburg County and Wake County only. Robin Branstrom asked why only these two counties were cut. Mr. Keesler responded that the State Library tried to find another funding formula that would spread the cuts more equitably but failed to find a viable solution. The State Budget Office then decided to cap funding for Wake and Mecklenburg.

Ed Williams is concerned that we lack an advocate in the State Senate and mentioned that we need to lobby when the Senate is not in session. David Singleton responded that there is a State Library lobbyist who advocates for libraries and community colleges.

Bob Sink explained that these funding cuts undercut our public support initiatives and that we need to let the State legislators know that we are raising private money. He also suggested that we send any marketing and

communication pieces we have on the relevancy of libraries to more audiences, including the State Legislature.

Leslie Johnson noted that Mecklenburg County meets with the delegation annually and they also have a staff member who lobbies on behalf of all county departments.

Lee Keesler stated that Cordelia Anderson is working on giving more structure to our advocacy efforts and that he would like to send the letter provided to the Trustees in their packet to Governor Pat McCrory, Representative Thom Tillis, Senator Phil Berger and Department of Cultural Resources Secretary, Susan Kluttz. Molly Griffin stated that she believes the Board needs to go on record and say thank you for the funding provided but also explain how the budget cuts have hurt the Charlotte Mecklenburg Library.

On a motion by Ed Williams, seconded by Joan Martin, the Trustees unanimously approved sending the letter regarding the reduction in State funding for the Charlotte Mecklenburg Library.

Sales Tax Referendum: Lee Keesler explained how the Sales Tax Referendum was created, how it came to be on the ballot, and what it would support. He also described how the Library would use funds from the tax if the referendum passes.

Mr. Keesler explained that there were organized groups advocating both for and against the referendum.

Cordelia Anderson showed the link on the Library's website to the advocacy group Together4Meck. Ed Williams asked that Ms. Anderson check with legal counsel, Mark Kutny, about having the link on our website.

Summer Reading: David Singleton reported that Summer Reading was a great success. Some of the highlights were:

- Registrants were up 19%
- Active readers were up 13.6%
- Minutes read were up 23.5%
- School aged children met the target of reading 20 minutes per day

CMS Library Card Initiative: David Singleton reported that the CMS Library Card Initiative sent library card applications to 51,000 CMS students. Although it is too early to report specific rates of return on the applications, some parents are coming directly to the Library to process their child's card instead of waiting the month it would take to process through the classroom. We expect interest to be high and this initiative is about linking our libraries and resources to education.

Main Library Reinvention: David Singleton reported that the Main Library Reinvention Advisory Committee has been meeting regularly and its 12 members are developing a recommendation to present to the Board of Trustees in early 2015. Mr. Singleton explained that this committee's work was slightly ahead of the North Tryon Redevelopment Team and that it would slow down so that the two groups could run more parallel.

Library Foundation Update: Jenni Gaisbauer reported that there were only 100 tickets left to sell for Verse & Vino and that she hopes to net approximately \$140,000 from this event.

Ms. Gaisbauer also reported that long-time donor, Jim Preston, approached the Library Foundation about making a significant gift that would honor his late wife, Libbi Preston. Ms. Gaisbauer announced that the

Foundation had proposed that the gift go to support a Children's Literary Festival that would be produced in conjunction with Verse & Vino in 2015. She reported that Mr. Preston was happy with this plan and that the festival will be announced at Verse & Vino this year.

Ms. Gaisbauer reported that PNC has awarded the Library a \$415,000 grant to support a vocabulary building initiative.

Financial Report

FYE June 30, 2014 Recap: Joel Manning reported that the Library had enough money to cover all its expenses for 2014. Again this year, the Library's largest expense is salaries and benefits for employees. There is approximately \$2.2 MM left over after all expenses are paid this year. This surplus includes \$1.2 MM of encumbrances/purchase orders that must be paid in next fiscal year, leaving \$1 MM.

Mr. Manning reported that the 2015 Audit Update went very well. We anticipate a comment regarding posting our budget for a certain amount of time to our website but do not expect any comments regarding cash handling. As for the YTD FY 2015 budget update, it is too early to spot any trends. A small surplus is expected.

Budget Adjustments: Mr. Manning reported 15 budget adjustments, 14 of which are transfers from fund balance to create FY 2015 budget accounts and 1 budget reduction of \$75,000 from the State of NC.

On a motion by Rob Harrington, seconded by Charles Bowman, the Board unanimously approved the 15 requested budget adjustments.

Executive Session:

At approximately 1:30 p.m., Charles Bowman moved that the Board enter closed session pursuant to N.C. Gen. Stat. § 143-318.11(a)(5) for the purpose of establishing the amount of compensation and other material terms of employment for CEO Lee Keesler. The motion was properly seconded and approved.

At approximately 2:00 p.m., Mr. Bowman moved that the Board end its closed session, which motion was seconded and approved. Immediately thereafter, Mr. Bowman moved to adjourn, which motion was also seconded and approved.