



PUBLIC LIBRARY OF CHARLOTTE AND MECKLENBURG COUNTY

Library Board of Trustees

May 17, 2007

****4:30 p.m.****

TRUSTEES PRESENT

*Patty Norman, Chair
Darrel Williams
Bob Bisanar
Magdalena Maiz-Peña*

TRUSTEES ABSENT

*Greg Curl
Sally Robinson, Vice Chair
Robin Branstrom*

STAFF PRESENT

*Charles Brown, Director of Libraries
Rich Rosenthal, Chief of Operations
Chuck Mallas
Karen Beach
Susan Harden
Rick Ricker
Linda Vitlar
Kelly Czarnecki
Susan Herzog
Patrice Ebert
Tony Tallent
Howard Milstead
Conchy Farrell
Lolita Rowe
Zuyi Mui
Angela Haigler
Ann Nickerson
Sarah Poole
Martin House
Arden McLaughlin
Gail Stem
Chauna Wall
Vanessa Ramseur*

OTHERS PRESENT

*Bob Stephens, Attorney,
Hamilton, Moon, Stephens, Steele
& Martin PLLC
Brenda Anderson, Flavia
Eldemire, Ron Watkins, Jo
Washington, Galilee Agency
Margo Fesperman, Library
Coordinator/Supervisor
Mecklenburg County Jails
Representatives from "Guys
Read"*

MINUTES

Chair Patty Norman called the meeting to order at 4:31 p.m.

Director Brown introduced the Director's Award recipients Public Information Specialist Angela Haigler, Senior Library Assistant Zuyi Mui, Library Assistant Lolita Rowe, and Library Assistant Ann Nickerson for their effort in planning and executing the National Library Week Open House at the Main Library.

Mr. Brown introduced the Director of Charlotte Reads Arden McLaughlin. Ms. McLaughlin discussed the Young Professional Council of PLCMC and introduced representatives from the Guys Read Initiative.

Director Brown then introduced staff members Library Coordinator Conchy Farrell, Senior Librarian Kelly Czarnecki and Mecklenburg County Library Coordinator/Supervisor Margo Fesperman to discuss Library Services in the Mecklenburg County Jail system.

Bob Bisanar joins the meeting.

Director Brown updated the Library Board of Trustees on "Project 2010," and "Imagine 2010" project updates followed from Project 2010 Leader Julia Lanham. Also, Mr. Brown introduced the members of the Galilee Agency Brenda Anderson, Flavia Eldemire, Jo Washington, and Ron Watkins who were in attendance.

Attorney Bob Stephens excuses himself from the meeting.

Patty Norman asked the Board of Trustees for approval of the March 15, 2007 Library Board of Trustees meeting minutes. On a motion by Darrel Williams, seconded by Bob Bisanar, the Trustees unanimously approved the minutes of March 2007 meeting.

Chuck Mallas, Finance Director, presented the Library's Financial Report. Mr. Mallas asked the Board of Trustees for a motion to approve Budget Adjustments 03-31E, 04.24B, 04.24E, 04-30, 04-30B, 04-30C, 04-30F, 04-30E, 04-30D, 04-30G, 04-30H, 04-30J, 04-30I, and 04-30L. On a motion by Bob Bisanar, seconded by Darrel Williams, the Trustees unanimously approved the Budget Adjustments as submitted. (Copy of the Financial Report attached)

Bob Stephens, Library Attorney, rejoins the meeting.

Trustee Bob Bisanar requested information from Chief of Operations Rich Rosenthal regarding the South County Regional Library roof.

Finance Director Mallas also distributed the Library's recommended County Budget request for 2008 report. (Copy of the report is attached)

Director Brown asks the Board to join the Young Professionals Council at the Mecklenburg Board of County Commissioners meeting on Thursday, May 24th.

Mr. Mallas also discussed the audit-related letter from the Department of the State Treasurer of North Carolina.

Board Minutes
May 17, 2007
Page 3

Trustee Bob Bisanar reported on the Quarterly ImaginOn Management Committee meeting.

Karen Beach presented the Development/Novello Report (Copy of the report is attached)

Director Brown and Chief of Operations Rosenthal updated the Board on the Berewick, Carmel and Scaleybark branch library projects.

Friends/Volunteer Coordinator Chauna Wall delivered an update on the Volunteer recognition event scheduled for May 31st at the Van Landingham Estates.

There being no further business, the meeting was adjourned at 6:40 p.m.

Respectfully submitted,

Charles M. Brown
Secretary to the Board



PUBLIC LIBRARY OF CHARLOTTE AND MECKLENBURG COUNTY

DRAFT

Library Board of Trustees

June 19, 2007

SPECIAL MEETING

****4:30 p.m.****

TRUSTEES PRESENT

*Patty Norman, Chair
Darrel Williams
Bob Bisanar
Magdalena Maiz-Peña
Greg Curl
Sally Robinson, Vice Chair*

TRUSTEES ABSENT

Robin Branstrom

STAFF PRESENT

*Charles Brown, Director of Libraries
Rich Rosenthal, Chief of Operations
Chuck Mallas
Karen Beach
Susan Harden
Rick Ricker
Linda Vitlar
Susan Herzog
Tony Tallent
Howard Milstead
Sarah Poole
Martin House
Gail Stem
Julia Lanham*

OTHERS PRESENT

*Bob Stephens, Attorney,
Hamilton, Moon, Stephens, Steele
& Martin PLLC
Brenda Anderson, Flavia
Eldemire, Ron Watkins, Jo
Washington, Galilee Agency*

MINUTES

Chair Patty Norman called the meeting to order at 4:33 p.m.

Patty Norman asked the Board of Trustees for approval of the May 17, 2007 Library Board of Trustees meeting minutes. On a motion by Darrel Williams, seconded by Sally Robinson, the Trustees unanimously approved the minutes of the May 2007 meeting.

Chuck Mallas, Finance Director, presented the Library's Financial Report. (Report attached).

Mr. Mallas then requested approval of the FY 2007-2008 Library Budget. On a motion by Greg Curl, seconded by Darrel Williams, the Trustees unanimously approved the Budget Adjustments as submitted. (Copy of the Library Budget attached)

Director Brown presented to the Trustees the Request for Qualification details for the Main Library project. On a motion by Darrel Williams, seconded by Bob Bisanar, the Trustees unanimously approved the Request for Qualification with some modifications. (Copy of revised RFQ attached)

Mr. Brown introduced comments from the following Project 2010 participants: Howard Milstead, Team Leader of Educational Enrichment, Rosemary Lands, Team Member of Educational Enrichment, April Wallace, Team Member of Strategic Services and Innovation, and Gail Stem, Team Leader of Operations Excellence regarding what working on this initiative has meant to them. Director Brown then rolled out PLCMC's structural reorganization plan. (Report attached)

Mr. Brown also presented the Strategic Outcomes for Project 2010 and beyond. On a motion by Bob Bisanar, seconded by Magdalena Maiz-Peña, the Trustees unanimously approved the Strategic Outcomes as amended:

- To be a leader in building a **highly literate and educated** community
- To be **highly accessed and cherished** by our community
- To contribute to the **economic health and cultural and social capital** of our community
- To become a **preferred employer** in our community and nationally among libraries
- To be **good stewards** of the community's trust and resources

There being no further business, the meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Charles M. Brown
Secretary to the Board



PUBLIC LIBRARY OF CHARLOTTE AND MECKLENBURG COUNTY

**Library Board of Trustees
Main Library
Dickson Boardroom
July 19, 2007**

****4:30 p.m.****

TRUSTEES PRESENT

*Patty Norman, Chair
Sally Robinson, Vice Chair
Darrel Williams
Magdalena Maiz-Peña
Robin Branstrom*

TRUSTEES ABSENT

*Bob Bisanar
Greg Curl*

STAFF PRESENT

*Charles Brown, Director of Libraries
Rich Rosenthal
Chuck Mallas
Susan Harden
Rick Ricker
Linda Vitlar
Tony Tallent
Julia Lanham
Patrice Ebert
Dick Pahle
Lois Kilkka
Chauna Wall*

OTHERS PRESENT

*Bob Stephens, Attorney,
Hamilton, Moon, Stephens, Steele
& Martin PLLC
Mrs. Ruth Wisseh, mother of
Elizabeth S. Randolph
Scholarship Recipient Christian
Wisseh
Jim Barber, Conformity Corp.
Diana Domagala, President,
Friends of the Library*

MINUTES

Chair Patty Norman called the meeting to order at 4:31 p.m.

Patty Norman asked the Board of Trustees for approval of the June 19, 2007 Library Board of Trustees meeting minutes. On a motion by Sally Robinson, seconded by Robin Branstrom, the Trustees unanimously approved the minutes of the June 2007 meeting.

Director Brown and Human Resource Manager Rick Ricker introduced Mrs. Wisseh the mother of Christian M. Wisseh, the recipient of the 2007 Elizabeth S. Randolph Scholarship Award. Mr. Wisseh will be attending UNC – Chapel Hill in the fall.

Chuck Mallas Finance Director presented the Financial Report. Mr. Mallas then requested approval for Budget Adjustments 06-19, 06-30, 06-30B, 06-30D. On a motion by Sally Robinson, seconded by Robin Branstrom, the Trustees unanimously approved the Budget Adjustments as submitted. (Copy of the Library Budget attached)

Director Brown then shared the Mecklenburg County Community Survey report. Followed by an overview of the summary results by Management Analyst Susan Harden. (Report attached)

Chief of Operations Rich Rosenthal presented a PowerPoint of the visit by him Senior Library Managers Elaine Novak and Susan Herzog and Director Brown to the Salt Lake City and County public libraries earlier in the year.

Senior Library Manager Lois Kilkka presented a PowerPoint overview of her ImaginOn: The Joe & Joan Martin Center presentation to Danish librarians in Sweden this spring.

Director Brown provided an update of the Myers Park and Main Library projects.

Mr. Pahle presented the Development report. (Report Attached)

Mr. Brown then discussed the request to extend the Galilee Agency contract.

On a motion by Darrel Williams, seconded by Sally Robinson, the Trustees unanimously approved to extend the Galilee Agency contract through the end of December 2007 in an amount not to exceed of \$50,000. This is subject to continued conversations with the Galilee Agency regarding the Library's desired outcome to be presented at the September Board meeting. In the meantime, staff will move forward to work on the contract in collaboration with the Library's Attorney with no interruption to the project.

On a motion by Darrel Williams, seconded by Sally Robinson, the Trustees unanimously approved to adjourn to a CLOSED SESSION – Discussion of a personnel matter ((Pursuant to GS 143-318.11(a)(6)).

The Trustees returned to open session at 7:00 p.m.

Chauna Wall, Friends/Volunteer Coordinator, reported on the Friends efforts systemwide. (Report attached)

Vice Chair, Sally Robinson, led a discussion regarding House Bill #561 to Act to Modify the Appointment Process for Trustees of PLCMC.

There being no further business, the meeting was adjourned at 7:10 p.m.

Respectfully submitted,

Charles M. Brown
Secretary to the Board



PUBLIC LIBRARY OF CHARLOTTE AND MECKLENBURG COUNTY

Library Board of Trustees
Main Library
Dickson Boardroom
November 15, 2007

****4:30 p.m.****

TRUSTEES PRESENT

*Patty Norman, Chair
Sally Robinson, Vice Chair
(by Telephone)*

*Darrel Williams
Magdalena Maiz-Peña
Robin Branstrom
Bob Bisanar*

TRUSTEES ABSENT

Greg Curl

STAFF PRESENT

*Charles Brown, Director of
Libraries
Chuck Mallas
Susan Harden
Linda Vitlar
Tony Tallent
Julia Lanham
Patrice Ebert
Dick Pahle
Sarah Poole
Elaine Novak
Erica Schmid
Chauna Wall*

OTHERS PRESENT

*Bob Stephens, Attorney,
Hamilton, Moon, Stephens,
Steele & Martin PLLC
Bobbie Shields, General
Manager Mecklenburg County
Heidi Pruess, Environmental
Policy Administrator*

MINUTES

Chair Patty Norman called the meeting to order at 4:31 p.m.

Charles Brown introduced Mecklenburg County General Manager Bobbie Shields. Mr. Shields shared with the Board the importance Mecklenburg County places on being environmentally responsible. Mr. Shields then introduced the Mecklenburg County Green Guardian Award Winner for November Erica Schmid, Administrative Support Supervisor from the West Boulevard Branch Library.

Patty Norman asked the Board of Trustees for approval of the September 20, 2007 Library Board of Trustees meeting minutes. On a motion by Darrel Williams, seconded by Bob Bisanar, the Trustees unanimously approved the minutes of the September 2007 meeting.

Finance Director Chuck Mallas presented the Financial Report. The Trustees asked that future reports be revised to reflect a comparative figure and summary report. Mr. Mallas then requested approval for Budget Adjustments 10-31, 10-31C, 10-31E. On a motion by Patty Norman, seconded by Robin Branstrom, the Trustees unanimously approved the Budget Adjustments with the following amendment to #10-21C, to enhance personal safety and prevent collection theft and vandalism. (Copy of the Library Financial Report attached)

Board Minutes

November 15, 2007

Page 2

Mr. Mallas requested approval for the Software Package System. On a motion by Darrel Williams, seconded by Robin Branstrom, the Trustees unanimously approved the purchase of the Financial Software package.

Youth and Outreach Services Director Tony Tallent delivered a presentation to the Trustees highlighting current successes and goals for the future.

Chair Norman presented the 2008 Meeting Schedule for the Board of Trustees, with a change of start time to 4:00 p.m.

Director Brown shared with the Trustees the proposed 2008 Library Holiday Schedule.

Mr. Brown also presented the PLCMC Reorganization Process. The Trustees support the organizational restructure and Administration's approach to the process. (Document attached)

Director Brown distributed the Media Policy. On a motion by Bob Bisanar, seconded by Darrel Williams, the Trustees unanimously approved the policy as amended.

Susan Harden, Financial Analyst Manager, requested feedback from the Trustees regarding the Library's Environmental Action Plan.

Mr. Brown introduced Elaine Novak, Manager of Building Facilities; he then delivered updates on Library projects.

Mr. Pahle presented the Development report. (Report Attached)

Director Brown advised the Trustees of the change in the meeting room fee structure. On a motion by Darrel Williams, seconded by Robin Branstrom, the Trustees unanimously approved the new fee structure for meeting rooms.

Chauna Wall delivered the Friends and Volunteer Report.

Mr. Brown delivered highlights of the Director's Report (Report Attached)

There being no further business, the meeting was adjourned at 6:15 p.m.

Respectfully submitted,

Charles M. Brown
Secretary to the Board