



PUBLIC LIBRARY OF CHARLOTTE AND MECKLENBURG COUNTY

Library Board of Trustees
Main Library
Dickson Boardroom
February 6, 2008

SPECIAL MEETING

****4:00 p.m.****

TRUSTEES PRESENT

Darrel Williams, Chair
Sally Robinson, Vice Chair
Patty Norman
Magdalena Maiz-Peña
Robin Branstrom
Bob Bisanar
Bob Sink

TRUSTEES ABSENT

Greg Curl
Joan Martin

STAFF PRESENT

Charles Brown, Director of Libraries
Patrice Ebert
Elaine Novak
Susan Herzog
Chuck Mallas
Karen Beach
Rick Ricker
Sarah Poole
Linda Vitlar

OTHERS PRESENT

*Mark Kutny, Attorney, Hamilton,
Moon, Stephens, Steele & Martin
PLLC*
Joddy Peer, AIA, Jenkins Peer
Ben Benson, AIA, Jenkins Peer
*Laura Isenstein, Consultant,
Providence Associates (by telephone)*

MINUTES

Chair Darrel Williams called the meeting to order at 4:05 p.m.

Purpose of meeting and outcome: Board consensus reached on the vision for the long term future of the Main Library, following a presentation, questions, and full discussion. Architects Ben Benson and Joddy Peer and Consultant Laura Isenstein (via telephone) led the discussion.

Director Brown led the subsequent discussion regarding current proposed branch library locations/projects.

There being no further business the meeting, adjourned at 6:25 p.m.

Respectfully submitted,

Charles M. Brown
Secretary to the Board



PUBLIC LIBRARY OF CHARLOTTE AND MECKLENBURG COUNTY

**Library Board of Trustees
Main Library
Francis Auditorium
March 20, 2008**

****3:00 p.m.****

TRUSTEES PRESENT

*Darrel Williams, Chair
Sally Robinson, Vice Chair
Magdalena Maiz-Peña
Robin Branstrom
Bob Bisanar
Bob Sink
Joan Martin*

ABSENT

Patty Norman

STAFF PRESENT

*Charles Brown, Director of Libraries
Karen Beach
Chuck Mallas
Linda Vitlar
Patrice Ebert
Allison Aiken
Elaine Novak
Susan Herzog
Rick Ricker
John Dettelbach
Jeff Arnold
Susan McDonald
Marilyn Pride
David Sniffin
Barry Newman
Thomas Cole*

OTHERS PRESENT

*Bob Stephens, Attorney,
Hamilton, Moon, Stephens, Steele
& Martin PLLC
Joddy Peer, AIA, Jenkins Peer*

MINUTES

Chair Darrel Williams called the meeting to order at 3:05 p.m.

Darrel Williams asked the Board of Trustees for approval of the January 17 and February 6, 2008 Library Board of Trustees meeting minutes. On a motion by Sally Robinson, seconded by Bob Bisanar, the Trustees unanimously approved the minutes of both meetings.

Director Brown introduced the newly-appointed Director of Organization Resources Brian Beavers and Director of Research, Innovation and Strategy Frank Blair.

Mr. Brown then introduced the Director's Award recipients: Web Services IT Programmer Ian Nguyen, and Security Supervisor Gus Welborn.

Director Brown introduced Sr. Library Assistant Mark Engelbrecht and Librarian Kim Whittington who were chosen from several qualified staff members to travel to Australia as part of a staff exchange program between PLCMC and the Yarra Plenty Regional Library in Melbourne, Australia.

Mr. Brown announced that Tony Tallent was named a “Mover and Shaker” in the March issue of Library Journal.

Finance Director Chuck Mallas presented the Financial Report. Mr. Mallas asked the Board of Trustees for a motion to approve Budget Adjustments 01-31B, 01-31E, and 01-31F. On a motion by Bob Sink, seconded by Joan Martin, the Trustees unanimously approved the Budget Adjustments as submitted. (Copy of the Financial Report attached)

Director Brown presented the bid recommendations for the Myers Park Branch Library project. On a motion by Bob Bisanar, seconded by Sally Robinson, the Trustees agreed that subsequent to and contingent upon securing additional funds to bring the contract price within available funds, the Director of Libraries is authorized to award the bid to and negotiate with Morlando-Holden Construction, Inc. to undertake the renovation of the Myers Park Library.

Mr. Brown announced that the Myers Park Branch Library will close for renovations in April for approximately six months. To continue serving the community, the Library will be promoting books by mail. In addition, Myers Park Methodist Church has agreed to allow the Library to utilize part of their space as a book depository and reading room.

Director Brown informed the Board of the ongoing progress of our current capital projects (report attached.) Mr. Brown also shared with the Board other sites for possible future projects.

Community Engagement Director Karen Beach delivered the Development/Volunteer/Friends report. (copy of report attached.) Ms. Beach also spoke of the newly formed Development Team.

Mr. Brown delivered highlights of the Director’s Report (report attached)

Mr. Williams introduced Architects Jody Peer and Ben Benson. Mr. Peer led the discussion regarding plans for the Main Library Project.

There being no further business, the meeting adjourned at 6:08 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 – Third Level
July 17, 2008

****4:00 p.m.****

TRUSTEES PRESENT

Darrel Williams, Chair
Bob Bisanar
Bob Sink
Charles Bowman
Magdalena Maiz-Peña
Sally Robinson, Vice Chair (via telephone)

TRUSTEES ABSENT

Joan Martin
Belva Greenage
Robin Branstrom

STAFF PRESENT

Charles Brown, Director of Libraries
David Singleton
Karen Beach
Brian Beavers
Frank Blair
Chuck Mallas
Linda Vitlar
Chris Bates

OTHERS PRESENT

Mark Kutney, Attorney, Hamilton, Moon, Stephens, Steele & Martin PLLC

MINUTES

Chair Darrel Williams called the meeting to order at 4:04 p.m.

Chair Darrel Williams asked the Board of Trustees for approval of the June 19, 2008 Library Board of Trustees meeting minutes. On a motion by Bob Bisanar, seconded by Charles Bowman, the Trustees unanimously approved the minutes of the June meeting.

Finance Director Chuck Mallas presented the Financial Report. Mr. Mallas then requested the Board to approve Budget Adjustment #06-30. On a motion by Charles Bowman, seconded by Bob Bisanar, the Trustees unanimously approved the Budget Adjustment as submitted. (Copy of the Financial Report attached)

Director Brown introduced Regional Manager Chris Bates who highlighted the 4-Day Work Week Pilot Guidelines scheduled to begin on August 13th. On a motion by Bob Sink, seconded by Charles Bowman, the Trustees unanimously approved the 4-Day Work Week Pilot Guidelines.

Director Brown reported on the first joint meeting of the Spirit Square-Library task force and preparation for the meeting before the Board of County Commissioners on August 5th.

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Mr. Brown also distributed a list of non-incumbent Board of County Commissioner candidates and requested assistance from the Board with plans to meet individually with each candidate.

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

On a motion by Bob Bisanar, seconded by Charles Bowman, the Trustees unanimously approved to adjourn to a CLOSED SESSION – Discussion of a personnel matter ((Pursuant to GS 143-318.11(a)(6)).

The Board returned to open session at 5:55 p.m.

Upon a motion made by Charles Bowman and seconded by Bob Sink, the Board unanimously approved adjourning the meeting 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 – Third Level
September 18, 2008

****4:00 p.m.****

TRUSTEES PRESENT

Darrel Williams, Chair
Bob Bisanar
Bob Sink
Charles Bowman
Magdalena Maiz-Peña
Sally Robinson, Vice Chair
Joan Martin
Robin Branstrom

TRUSTEES ABSENT

Belva Greenage

STAFF PRESENT

Charles Brown, Director of Libraries
David Singleton
Karen Beach
Brian Beavers
Frank Blair
Chuck Mallas
Linda Vitlar
Rick Ricker
Sarah Poole
Patrice Ebert
Annette Nickerson
Susan Herzog
Robin Bryan
Gus Welborn

OTHERS PRESENT

Bob Stephens & Mark Kutny, Attorney, Hamilton, Moon, Stephens, Steele & Martin PLLC
J Harriet Smith, President Friends of the Library
Heidi Pruess, Mecklenburg County Environmental Policy Administrator
Rachel Rust, i Teen Intern
Rebecca Rust, i Teen Intern

MINUTES

Chair Darrel Williams called the meeting to order at 4:05 p.m.

Mr. Williams introduced President of the Friends of the Library Harriet Smith. Ms. Smith invited the Board to the “Windy City Clues: an evening of food, fiction and friends” event featuring well-known author Sarah Paretsky on October 30th at 6:00 p.m. at the Main Library.

Chair Darrel Williams asked the Board of Trustees for approval of the July 17, 2008 Library Board of Trustees meeting minutes. On a motion by Sally Robinson, seconded by Bob Bisanar, the Trustees unanimously approved the minutes of the July meeting.

Director Brown introduced Mecklenburg County Environmental Policy Administrator Heidi Pruess. Ms. Pruess then introduced Library Assistant Annette Nickerson who was awarded Mecklenburg County’s “Green Guardian” award for the month of August.

Director Brown presented the Financial Report. Mr. Brown then requested the Board to approve Budget Adjustments #08-29; 08-29B; 08-29C; 08-29D; 08-29E. On a motion by Sally Robinson, seconded by Charles Bowman, the Trustees unanimously approved the Budget Adjustments as submitted. (Copy of the Financial Report attached)

Mr. Brown then distributed the overall budget figures by County and Library funds.

Attorney Mark Kutny discussed the "Records Retention and Disposition Schedule for PLCMC. On a motion by Robin Branstrom, seconded by Magdalena Maiz-Peña, the Trustees unanimously approved the records retention policy.

Director Brown reported on the first joint report of the Spirit Square-Main Library Task Force presented before the Board of County Commissioners on August 5th. Following the decision by the BOCC, the first meeting of the small group members of the Spirit Square and Library met to discuss next steps on September 5th. In addition, Mr. Brown, Cyndee Patterson and Lee Keesler subsequently met with the owner of the Fox and Hounds, Frank MacPherson, to discuss his intent for the development of the block.

Board Chair Darrel Williams identified the formation of a Nominating Committee, and on a motion by Bob Sink, seconded by Bob Bisanar, the Trustees unanimously approved Sally Robinson as Chair of the Nominating Committee.

Chair Williams discussed the creation of a Board Executive Committee. On a motion by Charles Bowman, seconded by Bob Sink, the Trustees unanimously approved the creation of a Board Executive Committee.

Director of Library Experiences David Singleton shared with the Board the importance and impact of the Library's youth summer reading program. Interim Director of Communications Sarah Poole presented the Public Service Announcement (PSA) that was produced and shown in movie theatres during the summer. Library Supervisor Robin Bryon introduced teen interns Rachel Rust and Rebecca Rust who were responsible for creating the PSA.

Director of Community Engagement Karen Beach shared some information regarding the proposed new structure of the Friends of the Library.

Trustee Bob Bisanar and Director of Organizational Experiences Brian Beavers discussed the issues and challenges regarding ImaginOn: The Joe & Joan Martin Center's HVAC system.

Director Brown continued to update the Board on facilities; including the Library's Facilities Master Plan contract which was awarded to Providence Associates; Myers Park Branch; Beatties Ford Road; Hickory Grove, Scaleybark, Carmel; Berewick property. An up-to-date report and where we are in the process of the Facilities Master Plan will be brought to the November 19th Board retreat.

Mr. Brown delivered highlights of the Director's Report (report attached). Director Brown also discussed the Real Estate Feasibility letter from County Manager Harry Jones.

Director Brown shared with the Board the newly adopted Parks and Recreation policy regarding sex offenders. The Library Board has deferred further discussion on this topic at this time.

Mr. Singleton updated the Board on the Library's Strategic Plan.

Manager Human Resources Rick Ricker explained that the Library will offer the 4-day work week option to staff.

Director Brown requested input from the Trustees regarding the Board assessment survey.

Mr. Brown also reminded the Board about the Carnegie Circle Dinner to be held on Wednesday, October 1st.

Director of Community Engagement Director Karen Beach talked about CMS' Parent's University initiative.

The meeting was adjourned at 6:00 p.m.

Respectfully submitted,

Charles M. Brown
Secretary to the Board