



**Library Board of Trustees**

**Library Board of Trustees Meeting**

**Main Library, Francis Auditorium**

**Monday, January 13, 2020, Noon – 1:30pm**

**Trustees Present**

Jennifer Appleby  
Ailen Arreaza  
Rob Harrington, Chair  
Joe Helweg  
Gloria Kelley  
Kimmery Martin  
Brandon Neal  
Charles Thomas  
Ed Williams  
Dr. Ricky Woods

**Staff Present**

Karen Beach  
Elyse Berrier  
Kevin Bittle  
Shelley Book  
Lauren Campbell  
David Dillard  
Mark Engelbrecht  
Dana Eure  
Jenni Gaisbauer  
Beatriz Guevarra  
Sean Hogue  
Lee Keesler  
Julia Lanham  
Meryle Leonard  
Ann Mavian  
Pamela McCarter  
Cynthia McDonald  
Rosalind Moore  
Angie Myers  
Emily Nanney  
Chantez Neymoss  
LaJuan Pringle  
David Sniffin  
Ann Stawski  
Holly Summers-Gil  
Martha Yesowitch

**Others Present**

Mark Kutny

**Trustees Absent (with cause)**

None

Rob Harrington called the Board of Trustees meeting to order at 12:02 pm.

## **MINUTES**

Mr. Harrington requested a motion to approve the minutes from the Board of Trustees meeting held on November 18, 2019. On a motion by Charles Thomas and seconded by Dr. Ricky Woods, the Trustees unanimously approved the November 18, 2019 meeting minutes.

### **Chair Report**

Joe Helweg gave an update on the Board of Trustees Retreat planned for Friday, January 24<sup>th</sup> and Saturday, January 25<sup>th</sup>. The evening event on January 24<sup>th</sup> will be held at Community Matters Café and this portion of the retreat will be a great social opportunity. Thanks to Ailen, Charles, Lee and Shelley for helping to plan the event. Friday night will also set the stage for Saturday. On Saturday we will have an update on Public Commons, and Wily will be there to facilitate a design thinking exercise around being a strategic advocate with Mecklenburg County. During lunch we will receive some historical context about how the Library got to where it is now and then there will be a facilitated discussion on how to optimize the public commons concept, the role of the Library CEO, Library Director and Trustees.

Dr. Ricky Woods asked if we knew of any specific questions from the BOCC members and Ed Williams inquired as to the status of a FAQ document that could be sent to the Trustees ahead of time regarding the new Main Library.

### **Advocacy Report**

Highlights include:

- Mr. Harrington had a conversation with Commissioner Jerrell about library deserts in his district.
- The Board of County Commissioners has started public discussion about their priorities. Someone from Prosperity Village spoke about the importance of libraries.
- Ailen Arreaza spoke with Commissioners Dunlap and Jerrell about their attendance at the Board of Trustees retreat.

### **Committee Activity**

#### **Finance Committee**

Brandon Neal announced the Finance Committee's intention to increase the Library's visibility with the Board of County Commissioners. Mr. Neal asked that members of the Library Board of Trustees and the Library Foundation Board of Directors agree to attend a BOCC meeting that fits their schedules. An electronic sign-up sheet will be emailed out.

#### **FY 2020 Financial Update**

Angie Myers provided the following updates:

- Projection data is based on 5 months (42% of the year) of activity. All major revenue collections and related expenditures are on target (97%-99%). Lapsed Salaries are projected to be \$800k-\$1M for FY 2020.
- FY 2021 (County) Budget Kick-Off meeting is on Friday, February 7th. Presentation to the County's Executive Team is currently scheduled for Thursday & Friday, March 19-20

#### **Budget Adjustments**

Ms. Myers requested the following budget adjustments:

- \$100,000 from Foundation Contribution to Misc. General Operating/Programming/Collections
- \$11,163 from Foundation Contribution to Misc. General Operating
- \$6,000 from Fund Balance/Reserves Available to Programming
- \$4,000 from Federal to Programming

On a motion by the Finance Committee, seconded by Joel Helweg, the Board unanimously approved the budget adjustments.

### **Nominating Committee**

Jennifer Appleby reported the following:

- Planning for Ellen McIntyre's vacated position will be discussed at the Board Retreat. Deadline for applications to the County is April 29.
- Both Joe Helweg and Kimmery Martin are up for re-appointment.
- 4 Trustees will roll off the Board in 2021.

### **Real Estate Committee**

David Dillard provided the following updates:

- Support Services Center- The Real Estate Committee met last week and discussed the SSC. Mecklenburg County AFM is working on our behalf with Kimbrell's Furniture. Kimbrell's has engaged legal counsel and we will be trying to move forward in a more simplistic way. Mr. Keesler and Mr. Helweg will meet with the Kimbrell's board leadership to discuss expediting an agreement between County and Kimbrell's to move forward.
- Pineville- The Town's plans for building a new library in Pineville are moving forward. County AFM is negotiating a lease agreement with the Town of Pineville and everything seems to be going in a positive and productive direction.

### **CEO Report**

#### **Story of Impact**

Dana Eure told the story of the Musical Petting Zoo that was provided by the Symphony Guild of Charlotte at several of our branches. During the program, kids were able to play and touch musical instruments. At our West Boulevard branch there was a young lady whose dream it was to play the violin but had never had the chance to touch one. She was thrilled to be able to hold it and play it.

#### **Introduction of Community Branch Leaders**

Ms. Eure introduced the following Branch Leaders to the Board of Trustees:

- Debra Sharp, Hickory Grove
- Cynthia McDonald, Matthews
- Anne Mavian, Mint Hill
- Mark Engelbrecht, Mountain Island
- Beatriz Guevara, South Blvd
- Lauren Campbell, Steele Creek
- Rosalyn Moore, Sugar Creek
- LaJuan Pringle, West Blvd

#### **New South Boulevard Library**

Ms. Eure showed a video of the new branch and reported the following upgrades:

- 18,850 square feet – three times the size of Scaleybark
- New spaces for children and teens
- Public computers
- Children's computers

- Three self-checkouts
- An expanded community room
- Dedicated children’s program room
- Quiet reading room
- 5 study group rooms
- Laptop bar
- Many collaborative spaces
- Vending café
- Larger collections

**Community Update**

Jenni Gaisbauer reviewed the bio of Florence Kim who was presented for appointment to the Library Foundation’s Board of Directors.

On a motion by Brandon Neal, seconded by Jennifer Appleby the Board unanimously approved the appointment of Florence Kim to the Library Foundation’s Board of Directors.

Ms. Gaisbauer provided the following Common Spark updates:

- Special thanks to Joe Helweg for getting the Foundation a meeting with BlackArch Partners and for attending the meeting.
- Special thanks to Brandon Neal and Meredith Heimberger who hosted a cocktail reception to raise money for the campaign. So far, the reception has yielded \$450,000 from 12 couples.
- Two large individual donations totaling over \$500,000 have been pledged recently.
- We have raised \$26.5 MM in pledge commitments.
- Kimmery Martin is hosting a book event at Quail Hollow Country Club and has invited us to attend and present at the luncheon.

**Innovation Update**

Seth Ervin provided the following updates:

- RFID project complete
  - Leveraged additional collection funding in FY19 to purchase the remaining equipment needed for the entire system. At the close of FY19 we had only six branches with RFID. This funding secured the hardware to cover 14 remaining branches without RFID.
  - We dedicated 100% of the LSTA grant funding towards the tagging project and completed the project ahead of schedule – December 2019.
  - Now the Library can begin to audit its processes to ensure maximum efficiency.
- Cell phone video kits launched that include:
  - DJI Osmo 2 gimble.
  - Shotgun microphone.
  - Boom pole, handgrip and shock mount.
  - Zoom H6 Handy Recorder (and recording capsules).
  - Assortment of cables and chargers for connecting microphones and smartphones to the equipment.
- Mobile Library Update:
  - Pre-proposal Conference- 1/6/2020
  - Submit Written Questions- 1/9/2020
  - Library provide responses to questions- January 13, 2020
  - Vendors Submit Proposals- January 29, 2020
  - Committee Review and Vendor Selection- Week of February 3, 2020
  - Final Selection- Week of February 17, 2020

- Approval by Board of Trustees- March 16, 2020

### **7<sup>th</sup> & Tryon Redevelopment Update**

- Office Tower
  - Very close to finalizing tower lease with anchor tenant
  - Will likely rotate tower 90 degrees to run lengthwise along College Street
- Multi-Family Housing
  - 23-story tower with 320 units to be built on Bank of America land
- Spirit Square mid-block plaza receiving lots of attention
  - Subterranean option for Duke Energy Theater being examined (unfunded)
- Parking – office tower (public availability at night); housing tower for residents; underground deck for public
- Creative Office and Senior Housing to be adjoined
- MOU Status
  - Finer points being negotiated by stakeholders’ and developer’s lawyers
  - Key building blocks:
    - Land values
    - Tax Increment Grant for parking
    - CIP grant for hardscape improvements
    - Developer contribution to affordable housing
    - Portion of land values being proposed as “last-dollars-in” on 4-6 affordable housing projects away from the site
- Stakeholder Governance Update
  - Key topic on this week’s City Council Retreat
  - County Manager hopes to secure BOCC approval of MOU points at its January 22nd meeting
  - Early February called Library board meeting possible
  - Bank of America internal process in motion

### **New Main Library Update**

- Schematic design wrapping up
- Next phase – design development – is being deferred by County AFM pending a final resolution on Spirit Square and its two theaters
- Support Services Center progress delayed until County can negotiate agreement with Kimbrell’s
  - Kimbrell’s now asking for sale-and-leaseback

Dr. Woods inquired as to whether Bank of America would discuss setting aside 10% of the units for affordability. Charles Thomas replied that Bank of America tried hard but ultimately could not make the numbers work.

Rob Harrington adjourned the meeting at 1:40pm.

Respectfully submitted,

Lenoir C. Keesler, Jr.  
CEO