

CARY AREA PUBLIC LIBRARY DISTRICT BOARD MEETING

Thursday, May 8, 2008
7:00 p.m.

Cary Area Library
Meeting Room
1606 Three Oaks Road

MINUTES

1. Call to order, Tom Garvin, Board President - Library Board President Tom Garvin called the meeting to order at 7:05 p.m.
2. Roll call, Margaret Myers, Secretary - Present were Library Trustees Tom Garvin, Barb Kalchbrenner, Rebecca Lee, John Morrison and Margaret Myers. Also present were Library Director Diane McNulty and Administrative Assistant Karen Long.
3. Approval of board minutes from:
 - a. Regular Board meeting April 10, 2008 - The minutes from April 10, 2008 were reviewed. One correction was noted in #8; Tyron is a Representative, not a Senator. The sentence should read "Representative Franks and Tryon and Senator Althoff were present". Kalchbrenner motioned to approve the minutes as corrected, Myers seconded. On roll call all ayes, motion approved.
4. Communications
 - a. Distribution of Long Range Plan – The director distributed copies of the approved Long Range Plan.
5. Treasurer's report, Barbara Kalchbrenner, Treasurer
 - a. Approve March 2008 - Last month's treasurer's report was tabled pending an explanation of journal adjustments from the bookkeeper. Per the auditor's instructions the adjustments were made at two different times and the taxes that had been shown as deferred were readjusted to show for the correct fiscal year. Because the adjustments were done at 2 different times the 2nd adjustment done in March showed more debits; the credits had been made earlier in December. The bookkeeper double checked the adjustments with the auditor and they are correct. This month's report now shows a deficit in the FICA fund due to these adjustments; the fund has been spent down from previous years and will show a positive balance after July 1st when the next set of tax receipts will be received. Again this was verified by the auditor as being correct. Kalchbrenner motion to approve the March treasurer's report, Lee seconded. On roll call all ayes, motion approved.
 - b. Approve April 2008 - Kalchbrenner reported that April opened with a balance of \$2,003,800.00. Personal Property Replacement Taxes were received in the amount of \$7380.43. Non-resident fees received were \$361.49. There were more bills for materials as the staff is trying to finish spending for the year. The month ended with a balance of \$1,956,200.00. Myers motioned to approve the April treasurer's report, Lee seconded. On roll call all ayes, motion approved.
6. Approval of bills

- a. April 2008 - Kalchbrenner presented the board with bills totaling \$93,445.04 with an additional \$20,994.56 in bills written after the bookkeepers visit for a total of \$119,449.60. Larger bills included \$3829 for the NetLibrary renewal, \$1650 to Executive Workspace Consultants, \$500 to Dave Rudolf for a children's program, \$775.00 to Shadetree for the lawn maintenance and \$1560 to Michael Stephens for the trustee program 2 weeks ago. Neudahl motioned to approve paying the bills, Kalchbrenner seconded. On roll call all ayes, motion approved.
7. Librarian's report
 - a. April statistics – The director reported the statistics for April
 - b. Dept. news- The director reported the department news
 - c. Director's report
 8. Unfinished Business – There was no unfinished business
 9. New business
 - a. Review of Trustee training, April 24 - Diane and the board agreed that the program provided by Michael Stephens was very informative and entertaining. Staff that attended the same program the next day also felt the same way. Diane also received multiple compliments on the food for the evening from other library director's who attended.
 - b. Review and discuss preliminary FY 2008/2009 budget - – Diane passed out copies of the current income received to date, her estimated income worksheet, the preliminary budget and quote from Dina of Executive Workspace Consultants for the work to be done in the library. She briefly went through the worksheets and will post the current budget with 10 months of expenses to the intranet on Monday. A meeting of Committee of the Whole was scheduled for June 3 at 6:00 p.m.
 10. Any and all other business the Board may wish to discuss
 11. Adjourn - The meeting adjourned at 8:50 p.m.

Respectfully submitted,

Administrative Assistant

Reviewed by,

Secretary