

Review/Submit

Salisbury Post Morgue Preservation Project

Cannon Foundation
Grant Application

Submission Deadline

June 17, 2022

Grant Request Information

Short Project Title	Salisbury Post Morgue Preservation Project
Project Start Date	10/1/2022
Project End Date	12/31/2023
Total Project Budget	\$227,773.00
Amount Requested from The Cannon Charitable Interests	\$25,071.00
Already Raised Amount	\$59,700
State where project/program will be located	NC
County where project/program will be located	Rowan

Project Description

In July 2020, Salisbury Post editor Josh Bergeron contacted Rowan Public Library Director Melissa Oleen about partnering on a long-term solution for preserving the Post's morgue 'as is' and allowing convenient access to Post staff and RPL patrons. History Room Supervisor Gretchen Witt and Reference Librarian Paul Birkhead consulted with Bergeron, visited the morgue, and developed a comprehensive project plan and budget to meet these objectives. The plan also supports the future possibility of RPL accepting the morgue's physical contents, should this ever be desired by the Post.

The project's goal is to preserve morgue contents, which span more than 50 years. The morgue includes 88,000 envelopes of clippings, photographs, brochures, and ephemera unique to Rowan-Salisbury history stored in 30, four-drawer filing cabinets. Reporters still use this archive. With the evolving state of newspapers and the Post building for sale, the time for preserving this priceless local history collection is now.

This goal's primary objectives are to 1) perform archival quality scanning and digitizing of this fragile contextual material, 2) preserve digitized documents as one collection with multiple access points, 3) make the digitized collection easily accessible to Post reporters, and 4) provide access to the digitized collection at all RPL branches. As copyright laws cease to apply to morgue materials, RPL will continue to collaborate with the Post to make more content open access via the internet.

RPL's Edith M. Clark History Room has long been the public access archive to the Salisbury Post. The History Room maintains past issues from 1905 to present on microfilm and specialized indexes. Important issues, such as the 1953 Rowan County Centennial, are preserved in paper form. RPL recognizes the importance of preserving the Rowan-Salisbury community's shared past and maintaining its availability and accessibility.

The Salisbury Post Morgue Preservation Project (SPMPP) will be labor-intensive and entail 19,000+ hours of scanning. Funds for this project will fulfill two significant needs: extra temporary staffing and modern equipment for fast, archival quality scans and digitized document storage and retrieval.

The library plans five dedicated scanning stations that would be placed strategically throughout the four branch library system for scanning. Once the SPMPP is complete, stations will be converted to public use, allowing access to the entire digitized collection at each library branch.

Describe any planned changes to the services your organization offers for the upcoming fiscal year. If no changes, leave this question blank.

What is the full timeline for the project from the beginning to end?

The project has already started; staff in the History Room have begun to scan materials. Project leaders have held an informational meeting for potential volunteers to help scan materials. The meeting was successful and several people are being processed through the county volunteer system as required. Appeals for volunteers will continue throughout the project.

The "morgue" is divided into four distinct sections – Churches, Businesses, General and People with Churches the smallest section and People the largest. Once the scanner(s) are onsite, the plan is to complete scanning of all the Churches materials by the end of July of 2022; with Businesses materials by the end of November 2022; General and People materials by the end of December 2023.

This is a time-consuming project. However, as the number of scanning stations are increased, more volunteers and staff members are trained, then more materials can be processed simultaneously. The library has purchased one new scanner required for the project. Additional scanners will increase the number of staff/volunteers able to scan at any given time and the upgraded equipment will dramatically increase the efficiency of the scanning process. The project timeline is contingent upon having five scanning stations in operation by November 1, 2022.

What is your backup plan if you do not receive consideration or full funding for this request?

If no additional funding is received for equipment, library staff will continue to use old scanners and computers currently owned by the library to work on the project. Additional grant funding opportunities will be sought along with requests to the Rowan Public Library Foundation.

Please provide number of clients served for the past three fiscal years (by year) and a projected number of clients served this fiscal year.

Door Counts and Wireless Sessions

2019 - 369,207

2020 - 294,956

2021 - 139,085

2022 (Projected) - 226,500

If you provide drug or alcohol treatment services, what percentage of your clients complete your program? Of those, what is your one year success rate?

N/A

Is your organization considering or in discussion about a merger or other relationship with another organization?

No

Number full time/part time, by program if applicable.

37 full time and 32 regular part time The Edith M. Clark History Room has 2.6 FTEs

Turnover during past five years

59 employees (avg. 12/yr)

How are you supported by your community?

Volunteers, Friends of Rowan Public Library, Rowan Public Library Foundation

Organization Information

Please make sure all information is correct.

Parent Organization

Rowan County

Organization Relationship to Parent

Owned by

Organization Legal Name

Rowan Public Library

Tax ID

56-6000336

Doing Business As

Rowan Public Library

Website

<http://www.rowanpubliclibrary.org>

Mailing Street

201 W. Fisher St.

Mailing City

Salisbury

Mailing State

North Carolina

County

Rowan

Mailing Zip/Postal Code

28144

Mailing Country

United States

Physical Street (if different than Mailing)**Physical City**

Salisbury

Physical State/Province

North Carolina

Physical Country

United States

Physical Zip/Postal Code

28144

Business Phone

(704) 216-8240

Services

Library services are free and include access to a variety of print materials, digital resources and collections, WiFi, computers, laptops, study rooms, meeting rooms, storytimes for newborns through 5th grade, teen and adult programs, and outreach programs to child and adult care facilities. Information, research, homework, and technical assistance is provided by professional librarians.

Geographic Area Served

RPL serves Rowan County, including China Grove, Cleveland, East Spencer, Faith, Granite Quarry, Kannapolis, Landis, Rockwell, Salisbury, and Spencer. RPL serves patrons visiting from neighboring counties including Cabarrus, Davidson, & Iredell.

Community Collaborations

Rowan-Salisbury School System, Horizons Unlimited, Town of Cleveland, Genealogical Society of Rowan, NC Works, Piedmont Dance Theatre, Rowan Co. Home School Association, Rowan Museum, Rowan Co. Bar Association, Ruffy-Holmes Senior Center, Smart Start Rowan, Salisbury Rowan Community Action Agency/Head Start-Early Head Start Program, Rowan Reads to Newborns, Rowan County Chamber of Commerce, Rowan County Health Department, and Rowan County Extension Services.

Affiliations

North Carolina Library Association, American Library Association, Mid-Atlantic Library Alliance, North Carolina Public Library Directors Association, Federation of North Carolina Historical Societies, National Genealogical Society, North Carolina Genealogical Society, Genealogy Society of Southern Illinois, NC Presenters Consortium, NC Storytelling Guild, NC Digital Library (Overdrive Consortium), NC LIVE

Mission Statement

"Inspiring the spirit of exploration and the power of imagination, promoting the joy of reading, and supporting the life long pursuit of knowledge for all people."

Background

Rowan Public Library has been serving its community for over 110 years. In 1954, the research papers of Mrs. J. Frank (Mamie) McCubbins were donated to the library, firmly establishing the library as a significant genealogy research center. During the last 68 years, additional collections have been added, making RPL's history room one of the premier genealogical research centers in the southeast.

Your Contact Information

Please confirm your contact information is correct. If this information needs to be updated please email info@cannonfoundation.org or call 704-786-8216.

Contact our office to update info.

Contact Type

Salutation	Mr.
First Name	Paul
Last Name	Birkhead
fC Suffix	
Title	Librarian I
Primary Phone	(704) 216-7737
Alternate Phone	(704) 216-7737
Mailing City	Salisbury
Email	paul.birkhead@rowancountync.gov

Primary Contact Information

Salutation	Mrs.
First Name	Melissa
Last Name	Oleen
Suffix	
Title	Director, Rowan Public Library
Email Address	melissa.oleen@rowancountync.gov
Primary Contact Business Phone	(704) 216-8233
Primary Contact Alternate Phone	(704) 216-8233

Other Documents Needed

Attachments

Organization Budget

Sr. Number	File Name	Attachment Description (Optional)	Created Date
No Attachments		① Organization Budget FY22	

Project Budget

Sr. Number	File Name	Attachment Description (Optional)	Created Date
No Attachments		② Project Budget - Cannon Grant Request	

Certification of tax-exempt status

Sr. Number	File Name	Attachment Description (Optional)	Created Date
No Attachments		③ Letter re: Tax Exempt status	

Secretary of State Organization Name Change Form

Sr. Number	File Name	Attachment Description (Optional)	Created Date
No Attachments		N/A	

Governing Body

Sr. Number	File Name	Attachment Description (Optional)	Created Date
No Attachments		④ RPL Board of Trustees w/occupation	

Audit Report

Sr. Number **File Name****Attachment Description (Optional)****Created Date**

No Attachments

⑤

Audit FY21

Audit Report Two**Sr. Number** **File Name****Attachment Description (Optional)****Created Date**

No Attachments

⑥

Audit FY20

IRS Form 990**Sr. Number** **File Name****Attachment Description (Optional)****Created Date**

No Attachments

See Attachment ③

Additional Materials**Sr. Number** **File Name****Attachment Description (Optional)****Created Date**

No Attachments

⑦

SPMPP Information

⑧

Project Budget Expense Info.

⑨

SPMPP Budget

Certification**Name and Title of Person Certifying**

Melissa J. Oleen, Director, Rowan Public Library

1



Rowan County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20221 FY2021-2022 REGULAR BUDGET										FOR PERIOD 99
ACCOUNTS FOR:										
GENERAL FUND	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 APPROVED	2022 COMMENT			
TOTAL VETERAN SERV EXPENDITU	191,181.69	212,714.00	216,714.00	193,250.51	.00	244,647.00				
TOTAL VETERAN SERVICES	188,999.91	209,714.00	213,714.00	191,166.64	.00	241,647.00				
6100 LIBRARY DEPARTMENT										
LIBRARY REVENUES										
1146110 LIBRARY REVENUES										
1146110 431083 LIB FED AD	-16,054.38	.00	.00	.00	.00	.00				
1146110 431300 20007 DIS REIMB	-1,744.31	.00	.00	.00	.00	.00				
1146110 434069 LIB STATE	-173,964.00	-173,964.00	-173,569.00	-173,569.00	.00	-173,964.00				
1146110 451002 LIB FINES	-31,234.11	-40,000.00	-40,000.00	-14,849.82	.00	-40,000.00				
1146110 453060 LIB FEES	-34,199.43	-40,000.00	-40,000.00	-17,138.56	.00	-40,000.00				
1146110 489010 LIB MISC	-3,709.45	-5,000.00	-5,000.00	-4,507.51	.00	-5,000.00				
TOTAL LIBRARY REVENUES	-260,905.68	-258,964.00	-258,569.00	-210,064.89	.00	-258,964.00				
LIBRARY DONATIONS REVENUE										
1146115 LIBRARY DONATIONS REVENUE										
1146115 464100 REST DONAT	-5,267.67	.00	-59,343.00	-68,641.72	.00	.00				
1146115 495010 APP FB-RES	.00	.00	-19,877.00	.00	.00	.00				
TOTAL LIBRARY DONATIONS REVE	-5,267.67	.00	-79,220.00	-68,641.72	.00	.00				
LIBRARY EXPENDITURES										
1156110 LIBRARY EXPENDITURES										
1156110 510005 SAL-REG	1,363,255.65	1,590,492.00	1,590,492.00	1,298,980.73	.00	1,623,805.00				
1156110 510005 20002 SAL-REG	9,493.42	.00	11,200.00	54,207.43	.00	.00				
1156110 510015 SAL-PT	148,059.23	180,000.00	180,000.00	110,649.34	.00	200,000.00				
1156110 520005 HLTH INSUR	388,154.00	383,440.00	424,440.00	420,238.00	.00	480,480.00				
1156110 520008 RETIRE HI	29,050.00	29,880.00	32,760.00	32,760.00	.00	32,760.00				
1156110 520010 MEDI TAX	20,757.80	25,618.00	25,618.00	19,882.92	.00	26,292.00				
1156110 520015 RETIREMENT	124,324.41	156,783.00	156,783.00	138,946.48	.00	167,817.00				
1156110 520020 SS TAX	88,669.89	109,245.00	109,245.00	84,617.26	.00	112,250.00				
1156110 520025 WKER COMP	8,605.58	11,436.00	11,436.00	8,463.54	.00	18,111.00				
1156110 520030 401K CONTR	38,046.08	47,735.00	47,735.00	39,922.13	.00	48,735.00				
1156110 520040 COVID-BENE	-4,601.28	.00	.00	-29,801.69	.00	.00				
1156110 520046 SECURITY	392.50	3,430.00	3,430.00	29,801.69	.00	.00				
1156110 533001 CONTR SERV	31,167.17	730.00	730.00	412.90	.00	730.00				
1156110 533006 CATAL&PROC	47,082.48	36,500.00	36,500.00	34,937.22	.00	36,500.00				
1156110 533013 CLEANING	7,750.00	58,000.00	58,000.00	46,377.46	.00	58,000.00				
1156110 534009 BINDING	1,039.79	.00	.00	.00	.00	.00				
1156110 534030 TECH-S&M	33,478.25	1,500.00	1,500.00	1,336.17	.00	1,500.00				
1156110 541040 US-WATER	7,840.09	52,565.00	49,419.00	41,985.35	.00	68,700.00				
1156110 541042 US-STRM WT	1,176.00	14,000.00	14,000.00	6,618.00	.00	14,000.00				
TOTAL LIBRARY EXPENDITURES	1,363,255.65	1,590,492.00	1,590,492.00	1,298,980.73	.00	1,623,805.00				

7 of 27



Rowan County
NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20221 FY2021-2022 REGULAR BUDGET										FOR PERIOD 99	
ACCOUNTS FOR:											
GENERAL FUND	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 APPROVED	COMMENT				
1156110 543005 R&M-BLDG	121,238.56	57,000.00	59,680.00	58,237.10	.00	47,000.00					
1156110 543015 R&M-EQUIP	441.28	1,000.00	2,766.00	2,744.26	.00	1,000.00					
1156110 543020 R&M-VEHIC	1,273.40	3,000.00	1,700.00	1,615.13	.00	3,000.00					
1156110 543055 R&M-PHONE	15.49	.00	.00	.00	.00	.00					
1156110 544020 RENT-L&B	7,800.00	9,360.00	9,360.00	9,360.00	.00	9,360.00					
1156110 550007 COST P COP	8,094.18	15,000.00	15,000.00	6,084.20	.00	15,000.00					
1156110 553005 TELEPHONE	7,539.85	13,000.00	13,000.00	8,029.93	.00	14,600.00					
1156110 554000 ADVERTISING	962.62	1,000.00	1,000.00	645.00	.00	1,000.00					
1156110 555000 PRINTING	3,644.83	3,500.00	3,500.00	3,456.47	.00	3,500.00					
1156110 557000 POSTAGE	7,346.21	10,000.00	10,000.00	4,749.32	.00	8,000.00					
1156110 558000 TRAVEL	6,749.43	4,500.00	4,500.00	1,685.46	.00	6,500.00					
1156110 559000 TRAINING	2,442.97	1,100.00	1,100.00	1,056.53	.00	2,100.00					
1156110 561000 P-CARD	.00	8,600.00	8,600.00	.00	.00	8,600.00					
1156110 561003 PROG MISC	368.75	400.00	400.00	397.72	.00	400.00					
1156110 561005 OFFICE SUP	14,560.09	12,000.00	12,000.00	11,411.98	.00	12,000.00					
1156110 561030 JANT'L-SUP	14,328.18	10,000.00	10,000.00	9,910.26	.00	13,000.00					
1156110 561037 LIBRA SUPP	16,747.74	10,000.00	10,000.00	9,992.60	.00	10,000.00					
1156110 561085 VEHICLE SU	830.70	750.00	750.00	740.31	.00	750.00					
1156110 561095 OTH SM EQP	10,452.19	.00	.00	.00	.00	6,000.00					
1156110 562005 ELECTRICITY	108,558.89	135,000.00	135,000.00	87,622.31	.00	135,000.00					
1156110 562020 FUEL&LUBIC	2,233.34	5,500.00	5,500.00	1,800.67	.00	11,000.00					
1156110 562025 NATRAL GAS	22,706.29	32,810.00	32,810.00	27,494.97	.00	40,000.00					
1156110 564005 AUD-VISUAL	34,942.29	25,000.00	24,605.00	24,548.52	.00	25,000.00					
1156110 564010 BOOKS	197,656.59	162,500.00	162,500.00	162,225.92	.00	160,000.00					
1156110 564040 E-RESOURCE	34,898.28	47,000.00	47,000.00	40,678.19	.00	47,000.00					
1156110 564050 DUES&SUBS	1,284.99	1,700.00	1,700.00	1,488.99	.00	1,700.00					
1156110 564060 MICROFILM	4,892.75	5,000.00	5,000.00	1,905.00	.00	5,000.00					
1156110 564070 PERIODICAL	15,235.35	15,850.00	15,850.00	12,664.38	.00	16,850.00					
1156110 564092 OTHR A/YA	149.60	150.00	150.00	149.76	.00	150.00					
1156110 575035 C/A-VECHL	23,878.61	.00	.00	.00	.00	.00					
1156110 575090 C/A-FU&EQP	.00	14,811.00	14,811.00	14,668.05	.00	60,000.00					
1156110 576030 F/A-F&EQUI	15,556.74	2,710.00	2,710.00	2,710.00	.00	.00					
1156110 582008 EMPL RET	118.71	125.00	125.00	.00	.00	250.00					
1156110 582025 20007 DISASTRELI	1,744.31	.00	.00	.00	.00	.00					
1156110 583000 PROG ACTIV	19,409.59	15,000.00	15,000.00	14,603.52	.00	15,000.00					
1156110 585073 LSTA GRANT	20,869.53	.00	.00	.00	.00	.00					
1156110 590002 BNK-CC FEE	1,665.81	5,000.00	5,000.00	997.00	.00	5,000.00					
1156110 590008 SALES&USE	2,242.86	3,500.00	3,500.00	1,118.80	.00	3,500.00					
TOTAL LIBRARY EXPENDITURES	3,081,223.34	3,331,290.00	3,389,405.00	2,866,234.64	.00	3,578,440.00					
1156115 LIBRARY DONATIONS EXPENSE	.00	.00	48,375.00	48,375.00	.00	.00					
1156115 564060 MICROFILM	.00	.00	.00	.00	.00	.00					
1156115 575090 C/A-FU&EQP	6,424.93	.00	.00	.00	.00	.00					

2 of 3

8 of 27



Rowan County NEXT YEAR / CURRENT YEAR BUDGET ANALYSIS

PROJECTION: 20221 FY2021-2022 REGULAR BUDGET										FOR PERIOD 99	
ACCOUNTS FOR:											
GENERAL FUND	2020 ACTUAL	2021 ORIG BUD	2021 REVISED BUD	2021 ACTUAL	2021 PROJECTION	2022 APPROVED	COMMENT				
1156115 582035 MEM/GIFT	3,617.16	.00	30,845.00	10,230.00	.00	.00					
TOTAL LIBRARY DONATIONS EXPE	10,042.09	.00	79,220.00	58,605.00	.00	.00					
TOTAL LIBRARY DEPARTMENT	2,825,092.08	3,072,326.00	3,130,836.00	2,646,133.03	.00	3,319,476.00					
6200 PARKS AND RECREATION DEPT											
1146230 PARKS ADMIN REVENUES											
1146230 425015 PARK CONCE	-107,665.27	-172,500.00	-172,500.00	-81,939.96	.00	-200,000.00					
1146230 447001 AUT JUBILE	-52,940.50	-53,000.00	-53,000.00	1,115.00	.00	-50,000.00					
1146230 453070 FISHING FE	-1,637.40	-3,000.00	-3,000.00	-37.00	.00	-3,000.00					
1146230 453072 GOLF FEE	-35,463.00	-55,000.00	-55,000.00	-30,881.58	.00	-55,000.00					
1146230 453074 SHELTER FE	-28,362.00	-50,000.00	-50,000.00	-39,559.50	.00	-50,000.00					
1146230 462015 PK BOAT RT	-23,691.77	-30,000.00	-30,000.00	-11,350.55	.00	-30,000.00					
1146230 462020 CEL TOW RT	-15,180.00	-13,200.00	-13,200.00	-15,180.00	.00	-13,200.00					
1146230 464058 NICHLS DO	-70.99	.00	.00	.00	.00	.00					
1146230 489020 PARKS-MISC	-588.85	-300.00	-300.00	-127.50	.00	-300.00					
TOTAL PARKS ADMIN REVENUES	-265,599.78	-377,000.00	-377,000.00	-177,961.09	.00	-401,500.00					
1146231 THERAPEUTIC REC REVENUES											
1146231 464020 SEN GAM DO	-9,780.00	-10,000.00	-10,000.00	-2,610.00	.00	-10,000.00					
1146231 464100 REST DONAT	-2,085.00	.00	.00	.00	.00	.00					
1146231 495010 APP FB-RES	.00	.00	-22,091.00	.00	.00	.00					
TOTAL THERAPEUTIC REC REVENUE	-11,865.00	-10,000.00	-32,091.00	-2,610.00	.00	-10,000.00					
1146232 GEM MINING REVENUES											
1146232 425015 PARK CONCE	-12,783.92	-15,000.00	-15,000.00	-23,000.12	.00	-15,000.00					
1146232 425017 PK GM JEWEL	-8,262.15	-12,000.00	-12,000.00	-15,908.05	.00	-12,000.00					
1146232 425018 PK GM RAW	-151,312.06	-217,500.00	-217,500.00	-155,275.24	.00	-225,000.00					
TOTAL GEM MINING REVENUES	-172,358.13	-244,500.00	-244,500.00	-194,183.41	.00	-252,000.00					
1146233 TRAIN/CAROUSEL REVENUES											
1146233 425031 HS-CONCESS	-25,986.89	-33,750.00	-33,750.00	-23,585.98	.00	-33,750.00					
1146233 453028 CAROUSEL F	-47,215.80	-65,000.00	-65,000.00	-27,101.75	.00	-65,000.00					
1146233 453092 TRAIN FEES	-54,324.29	-75,000.00	-75,000.00	-28,305.65	.00	-75,000.00					
TOTAL TRAIN/CAROUSEL REVENUE	-127,526.98	-173,750.00	-173,750.00	-78,993.38	.00	-173,750.00					
1146234 CAMPGROUND REVENUES											
1146234 425019 CAMP ST-CO	-12,149.67	-15,000.00	-15,000.00	-14,667.75	.00	-15,000.00					

9 of 27

343

② Project Budget

Project Budget

Total Revenue and Total Expenses should be equal

Revenue Source

Amount

Status

The Cannon Foundation

\$25,071

Total Revenue

\$25,071

Expense Description

Amount

4 x Large-Format Flatbed Scanners

\$13,596

5 x Windows Laptops

6,245

6 x High-Capacity Mobile Storage Devices

1,380

5 x Flat Shelf Book Trucks

2,850

Archival Supplies

1,000

(Supplies include acid free manuscript boxes, photo sleeves, cotton gloves, paper and archival quality storage and transport containers)

Total Expenses

\$25,071

****** This spreadsheet provided and required by the Cannon Foundation

③ Letter re tax-exempt status



Rowan Public Library

www.rowanpubliclibrary.org

January 31, 2022

Rowan Public Library is part of the Rowan county Government System. We are not tax exempt.

We do not file a Form 990.

Sincerely,

Pam Nance
Administrative Asst.

HEADQUARTERS – 201 West Fisher Street • Salisbury, NC 28144 • 704-216-8228 • FAX 704-216-8237
EAST BRANCH – 110 Broad Street • P.O. Box 550 • Rockwell, NC 28138-0550 • 704-216-7838 • FAX 704-279-7832
FRANK T. TADLOCK SOUTH ROWAN REGIONAL LIBRARY – 920 Kimball Road • China Grove, NC 28023-9594 • 704-216-7727 • FAX 704-855-2449

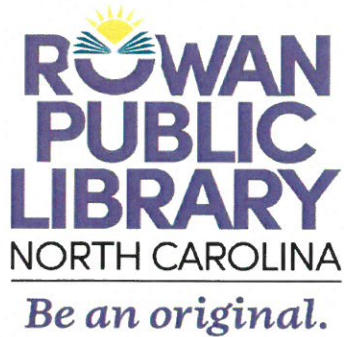
Equal Opportunity Employer



recycled paper

11 of 27

④ Governing Body



RPL Board of Trustees

2022

Dale Basinger

Ex-Officio - RPL Foundation
7520 Pop Basinger Road
Rockwell, NC 28138
(H) - 704-279-5427
dbasinger@carolina.rr.com

Mike Caskey

Ex-Officio - County Commissioner
130 W. Innes Street
Salisbury, NC 28144
(W) 704-216-8180
mike.caskey@rowancountync.gov

Betty Mickle - Co Chair

Term: 2021-2023
219 Bethel Drive
Salisbury, NC 28144
(H) 704-636-4673
(W) 704-642-9654
b7mickle@aol.com

Reginald Brown

Term: 2020-2022
815 West Thomas Street
Salisbury, NC 28144
(H) 704-636-2656
(W) 704-657-5131
educourse.brown@gmail.com

Gary Freeze - Chair

Term: 2022-2024
725 N. Craig Street
Salisbury, NC 28144
(H) 704-639-1987
(C) 704-754-3331
gfreeze52@gmail.com

Jennifer Nicholson

Term: 2022-2024
725 Shinn Farm Road
Mooresville, NC 28115
(H) 704-223-1882
jlsn5576@gmail.com

Pam Bloom

Term: 2022-2024
844 North Craig Street
Salisbury, NC 28144
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bloompame@gmail.com

Jenny Hubbard

Ex-Officio - Friends of RPL
326 W. Bank Street
Salisbury, NC 28144
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jen4hubbard@gmail.com

Jody A. Taylor

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Library Director
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Library Services Manager
(W) 704-216-8245
Laurie.Lyda@rowancountync.gov

Pam Nance

Secretary to the Board
(W) 704-216-8231
Pam.Nance@rowancountync.gov

Rowan Public Library Board of Trustees

Occupations

Dale Basinger

Retired Teacher

Mike Caskey

Police Officer
Rowan County Commissioner

Betty Mickle

Retired Teacher

Reginald Brown

Retired Teacher

Dr. Gary Freeze

Historian

Jennifer Nicholson

Media Coordinator

Pam Bloom

Retired Teacher

Jenny Hubbard

Author

Jody A. Taylor

Sales/Marketing Professional

2 of 2

* Information required by Cannon Foundation

13 of 27

⑤ Audit
report FY21



Rowan Public Library

www.rowanpubliclibrary.org

April 7, 2022

To Whom It May Concern:

The Rowan County North Carolina Comprehensive Annual Financial Report for fiscal year ending June 30, 2021 can be found at the link below.

<https://rowancountync.gov/ArchiveCenter/ViewFile/Item/398>

This report is 222 pages and was prepared by the Rowan County Finance Department and James M. Howden, Finance director.

Thank you,

Pam Nance

Pam Nance
Administrative Assistant

HEADQUARTERS – 201 West Fisher Street • Salisbury, NC 28144 • 704-216-8228 • FAX 704-216-8237
EAST BRANCH – 110 Broad Street • P.O. Box 550 • Rockwell, NC 28138-0550 • 704-216-7838 • FAX 704-279-7832
FRANK T. TADLOCK SOUTH ROWAN REGIONAL LIBRARY – 920 Kimball Road • China Grove, NC 28023-9594 • 704-216-7727 • FAX 704-855-2449

Equal Opportunity Employer



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14 of 27

⑥ Audit
Report FY22



Rowan Public Library
www.rowanpubliclibrary.org

February 1, 2022

To Whom It May Concern:

The Rowan County North Carolina Comprehensive Annual Financial Report for fiscal year ending June 30, 2020 can be found at the link below.

<https://www.rowancountync.gov/ArchiveCenter/ViewFile/Item/391>

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Thank you,

Pam Nance

Pam Nance
Administrative Assistant

HEADQUARTERS – 201 West Fisher Street • Salisbury, NC 28144 • 704-216-8228 • FAX 704-216-8237
EAST BRANCH – 110 Broad Street • P.O. Box 550 • Rockwell, NC 28138-0550 • 704-216-7838 • FAX 704-279-7832
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Equal Opportunity Employer

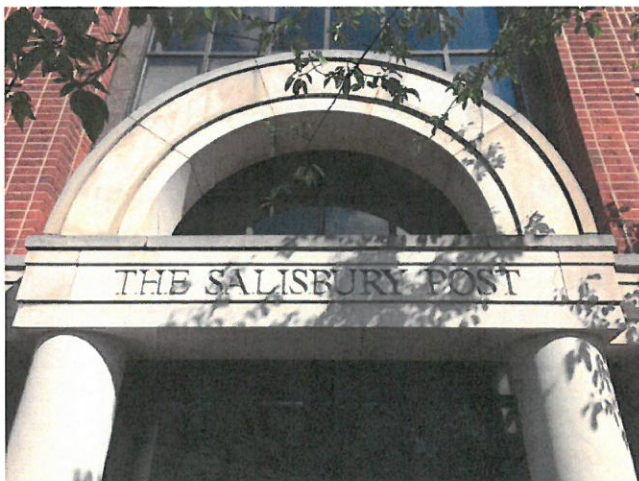


recycled paper

15 of 27

⑦

Salisbury Post Morgue Preservation Project



**ROWAN
PUBLIC
LIBRARY**

Edith M. Clark
History Room

Be an original.™



The morgue is still used by the *Salisbury Post*. While no longer rigorously maintained by staff, the contents currently remain organized.



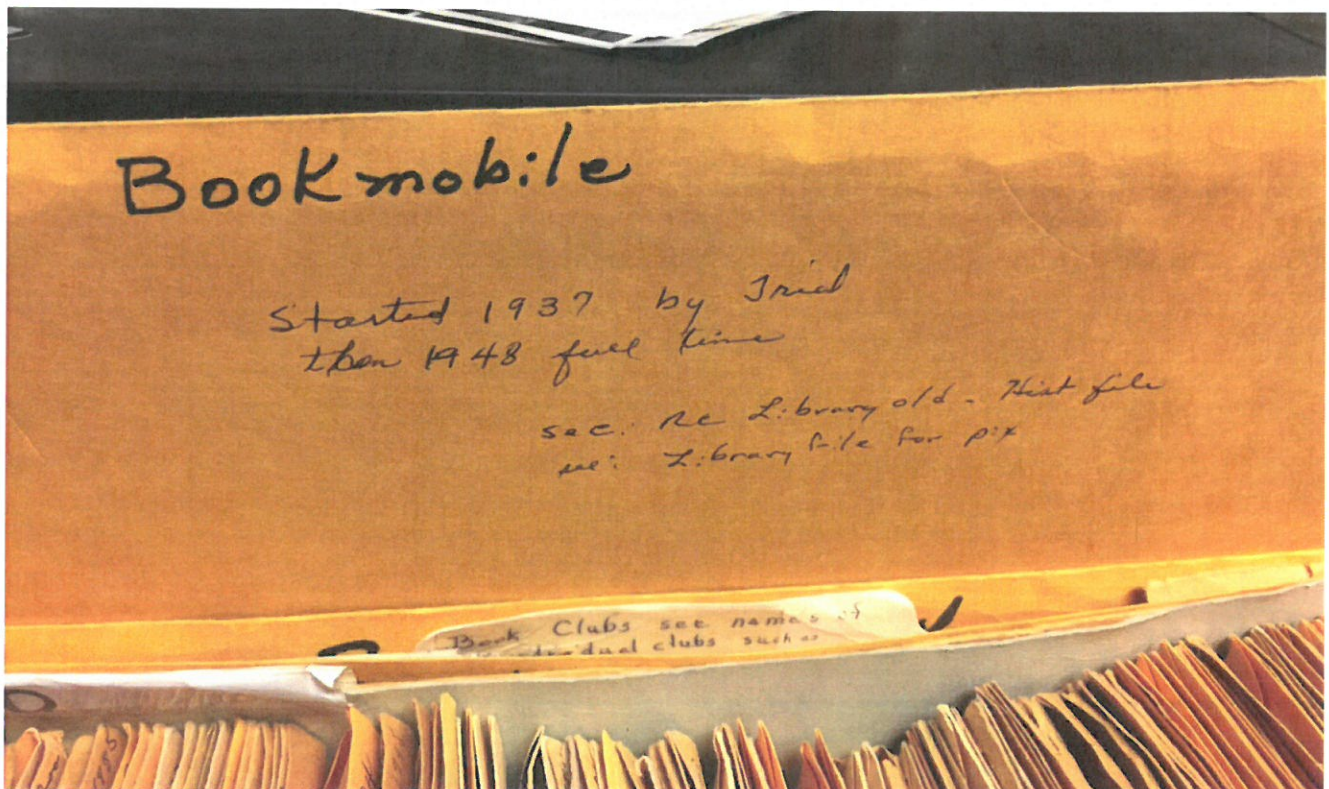
When the *Post's* current building sells, the morgue's contents are in danger of being split up and lost.

The morgue once served as a reporter's “Google”. Preserved intact, students of journalism, information science, and history can benefit from studying how a small-town newspaper gathered and provided information to reporters charged with delivering the news of the world to local citizens.



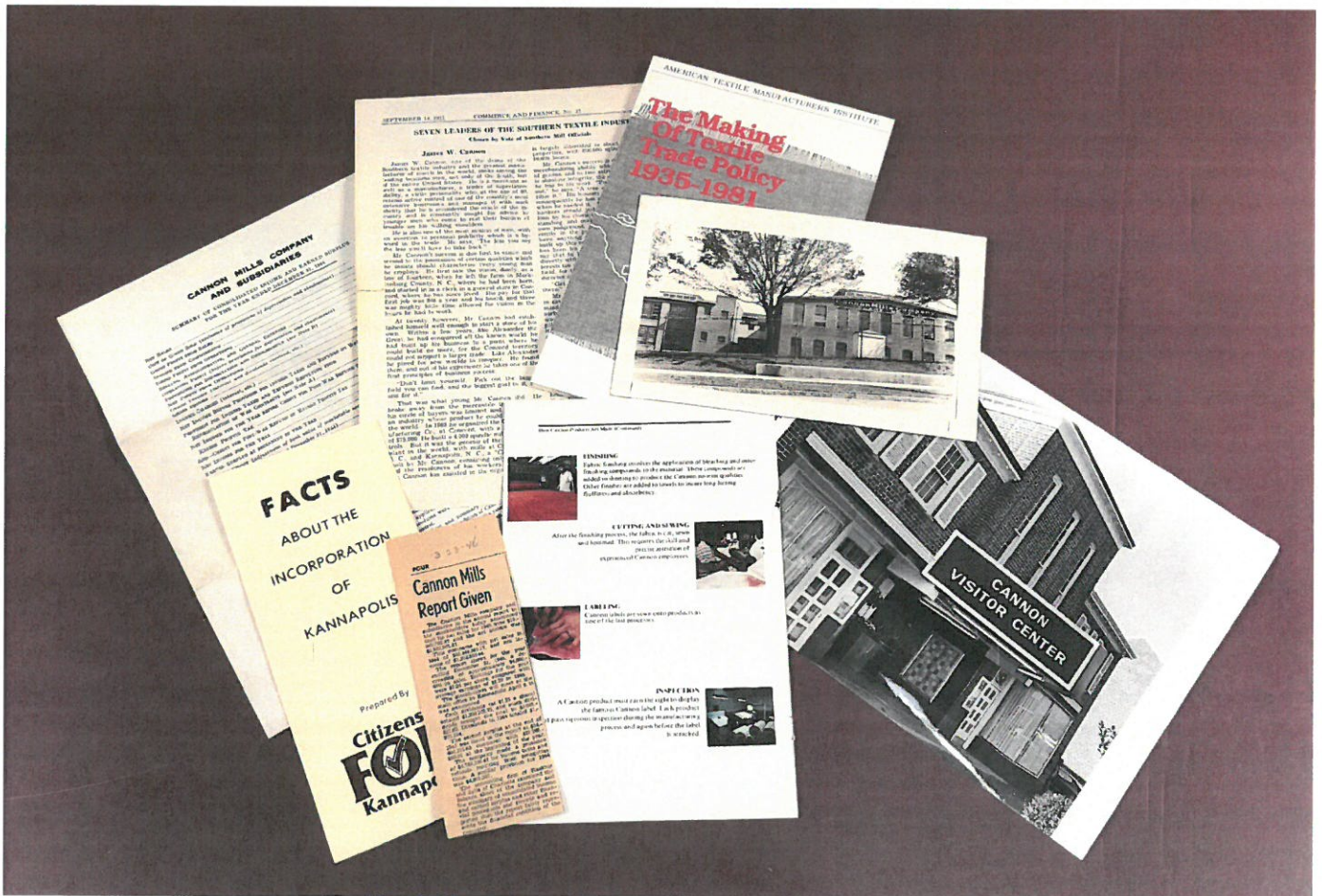
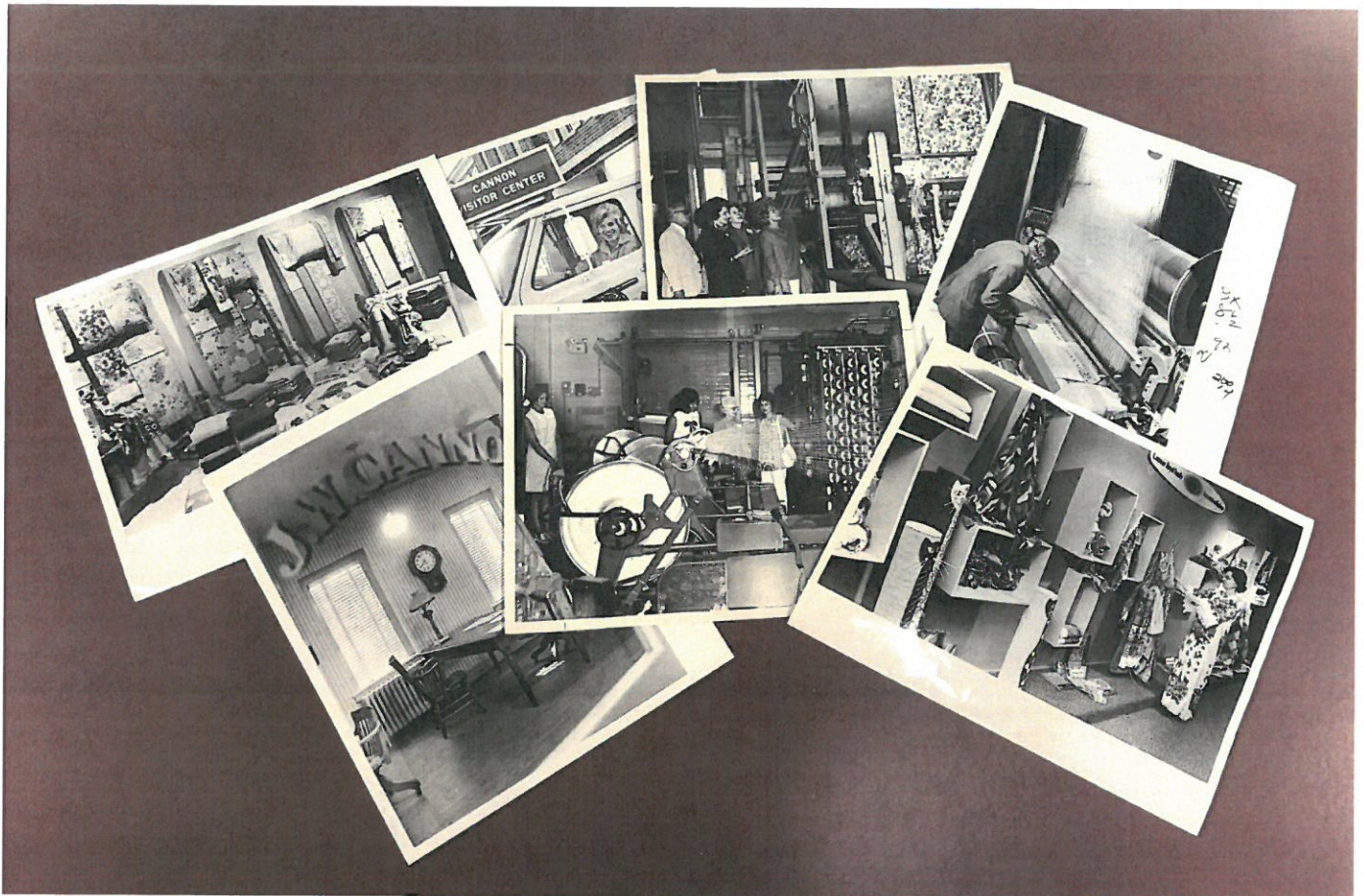


Digitizing the morgue will preserve local history that future generations will benefit from.



Included in that local history is information about the Cannon family and their businesses.





With the *Salisbury Post* building for sale and the changing nature of the newspaper business, the time to preserve the morgue is now.

RPL wants to preserve the morgue's contents and make them accessible to the public so that everyone can appreciate and learn from this one-of-a-kind, primary, local history resource.



⑧ Project Budget Expense Info.

Large-Format Flatbed Scanners

\$ 3,399.00 each x 4 = \$ 13,596.00



QUOTATION

EME Corporation
7936 E. Arapahoe Ct., Suite 3800
Centennial, Colorado 80112

Toll Free: (866) 338-4464

Phone: (303) 773-9015

Fax: (303) 773-9950

info@largedocuments.com

Prepared For
Rowan Public Library Gretchen Beilfuss Witt gretchen.witt@rowancountync.gov 704-216-8232 201 W. Fisher Street, Salisbury, NC 28144

Date	Quote #
4/5/2022	20220214-RPL4

ALL QUOTES ARE VALID FOR 30 DAYS

Terms	Account Manager	Delivery	Ship Via
Check, EFT, Credit Card	Brittany Schoede	TBD	Best

Qty	Description	Unit Price	Ext. Price
1	Epson Expression 12000XL Graphic Arts - 12.2" x 17.2" Color CCD Flatbed Scanner, 2400 dpi Optical Resolution	\$3,299.00	\$3,299.00
1	Epson 1-Year Limited Warranty	Included	Included
1	Large Document Solutions Remote Installation, Training and Technical Support Over the Phone/Web	Priceless	Included

Equipment Total \$3,299.00

1	Shipping: Dock-to-Dock Shipping & Handling	\$100.00	\$100.00
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Shipping Total \$100.00

DUNS# 065874237 Cage Code: 3L8B8 Fed Tax ID# 84-1587192

No returns after 30 days. For any unused goods or equipment returned to Seller for refund or credit, Purchaser agrees to pay a restocking charge equal to 25% of the price of the goods or equipment. Used goods or equipment not in original packaging subject to a 35% restocking charge. This quotation shall remain firm for the period listed above unless modified by EME Corporation, prior to our acceptance of your order. EME shall not be liable for incidental, special, or consequential damages arising from any cause.

Equipment	\$3,299.00
Tax	N/A
Shipping	\$100.00
Total - USD	\$3,399.00

Sign Here to Authorize and Order:

Signature

Date

23 of 27

Windows Laptops

Vostro 7510 Laptop

<https://www.dell.com/en-us/work/shop/dell-laptops-and-notebooks/vostro-7510-laptop/spd/vostro-15-7510-laptop/smv157w11p1c4005>

\$ 1,249.00 each x 5 = \$ 6,245.00

Vostro 7510 Laptop

\$1,249.00

[Add to Cart](#)

[Customization](#) [Tech Specs](#) [Product Details](#) [Drivers, Manuals & Support](#)

Free delivery tomorrow if ordered by 3 PM CT



Spring Sale: 49% Off

Estimated Value: ~~\$2,427.14~~

\$1,249.00 You Save \$1,178.14

Free Shipping

Dell Business Credit

As low as \$38/mo.* [Apply for credit](#)

[View Special Offers](#) | Get up to \$37 back in rewards

Processor [Help Me Choose](#)

11th Gen Intel® Core™
i5-11400H (12 MB
cache, 6 cores, 12
threads, up to 4.50 GHz
Turbo)

11th Gen Intel® Core™
i7-11800H (24 MB
cache, 8 cores, 16
threads, up to 4.60 GHz
Turbo)

Operating System [More Info](#)

Dell Technologies recommends Windows 11 Pro for business

Windows 10 Pro
(Windows 11 Pro license
included), English

Video Card [Help Me Choose](#)

NVIDIA® GeForce RTX™
3050, 4 GB GDDR6

NVIDIA® GeForce RTX™
3050 Ti, 4 GB GDDR6

Memory [Help Me Choose](#)

8 GB, 1 x 8 GB, DDR4,
3200 MHz

16 GB, 2 x 8 GB, DDR4,
3200 MHz

Hard Drive [Help Me Choose](#)

512 GB, M.2, PCIe
NVMe, SSD

1 TB, M.2, PCIe NVMe,
SSD

LCD

15.6", FHD 1920x1080,
60Hz, Non-Touch, AG,
WVA, LED-Backlit, 300
nit, Narrow Border

24 of 27

High-Capacity Mobile Storage Devices

WD 8TB USB 3.0 WD My Book desktop external hard drive

<https://www.dell.com/en-us/work/shop/wd-8tb-usb-30-wd-my-book-desktop-external-hard-drive/apd/A9281557/storage-drives-media>

\$ 229.99 x 6 = \$ 1,379.94



WD 8TB USB 3.0 WD My Book desktop external hard drive

★★★★ 4.0 (12) [Ask a question](#)

Capacity **8 TB**

4 TB

6 TB

8 TB

\$229.99

Limited Stock

Get it as soon as **Thursday, Apr 14**

[View Delivery Dates for 28144](#)

 Dell Business Credit [As low as \\$15/mo.*](#) | [Apply for credit](#)

 Get up to \$6 back in [rewards](#)

Add to Cart

Manufacturer Part WDBBGB0080H8K-NESN | Dell Part A9281557 | Order Code A9281557 | Western Digital

25 of 27

Flat Shelf Book Trucks

$\$489.99 \times 5 = \$2,449.95$
S&H \$ $80.00 \times 5 = \$400.00$
Total = $\$2,849.95$



[Home](#) [Products](#) [Top Products](#) [Demco® LibraryQuiet™ 2 Flat Shelf Booktrucks](#)



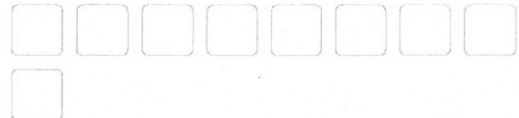
Demco® LibraryQuiet™ 2 Flat Shelf Booktrucks

\$489.99



4.3 (4) [Write a review](#)

SELECT COLOR



1

[Add to Cart](#)

[ADD TO WISH LIST](#) [SHARE](#)

Product Description

Exclusive casters and end panels mean no rattles, no distractions!

- 18-gauge steel shelves welded to 1"-sq., 18-gauge steel frames
- Powder-coat finishes in standard and designer colors
- Maximum capacity of 375 lbs. per truck, evenly distributed
- 16"D flat shelves
- 12-1/2" shelf clearance
- 5"-dia. GlidePath™ swivel casters, 2 locking
- Overall Dimension: 44-1/2" x 31" x 17"

Light Assembly

26 of 27



SALISBURY POST MORGUE PRESERVATION PROJECT

PROJECT BUDGET

PERSONNEL _____

It is estimated total completion of this one-time project will take over 19,000 hours.* This is the equivalent of one person working 40 hours a week on the project for *nine* years. To drastically reduce this time frame, the project budget includes funds to hire one FT Librarian and five PT Library Associates for 18 months. PT Associates would work up to 20 hours per week. This would provide 10,920 dedicated staff hours to the project and allow it to be realistically completed in 1 ½ years. Existing library staff and volunteers would provide the remaining project hours.

Current cost for a FT Librarian 1 at Rowan County salary grade 15 for 18 months is \$59,908. This position would be hired in accordance with County hiring practices and procedures. Eligible candidates would meet the RoCo Librarian I Job Description, and have archival and supervisory experience.

The total cost for a PT 20hr/week Associate 1 at Rowan County salary grade 8 for 18 months is \$27,879. This position would be hired in accordance with County hiring practices and procedures. Eligible candidates would meet the RoCo Library Associate 1 Job Description and receive on the job training in archival preservation methods and archival digitization processes.

Staffing Budget: \$199,303.00

EQUIPMENT _____

Five Large-Format Flatbed Scanners	\$16,995
Five Windows Laptops	\$6,245
Six High-Capacity Mobile Storage Devices	\$1,380
Five Flat Shelf Book Trucks	\$2,850

Equipment Budget: \$27,470.00

ARCHIVAL SUPPLIES _____

This budget line covers basic archival and office supplies such as acid free manuscript boxes and photo sleeves, cotton gloves, paper and archival quality storage and transport containers.

Archival Supplies \$1,000.00

PROJECT INCOME SOURCES _____

State Library of North Carolina Aid to Public Libraries Fund, \$6,000.00
RPL History Room Gift Fund, \$3,700.00
Blanche & Julian Robertson Family Foundation, \$50,000.00
Friends of RPL, donation under consideration
RPL Foundation, donation under consideration
Salisbury News Media, LLC, donation under consideration

Total Anticipated Project Budget: \$ 227,773.00

*This number was arrived at by taking random morgue envelopes and tracking how long it took to prep and scan physical items, optimize the digital files and replace physical items back in the envelope.

5/16/2022 12:03 PM

27 of 27