



Gaston County

Gaston County
Board of Commissioners
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Library

Board Action

File # 25-606

Commissioner Keigher - Library - To Approve the Conversion of 4 Half-time Library Branch Employees to Part-time
(100% Grant Funds - No Additional County Funds)

STAFF CONTACT

Sandy Hunnicutt - Library - 704-868-2164 Ext. 5520

BUDGET IMPACT

General Fund: No net change. This Board Action transfers grant funds that were previously appropriated for Furniture and Equipment to Personnel. If approved, this Board Action converts four half-time positions into 29-hour part-time positions. The positions will be eligible for retirement and 401K, but not health insurance.

BACKGROUND

The Library has four branches that have only half-time employees. The Library is requesting to increase four staff from half-time to part-time, which would give each branch an additional ten hours each week to avoid time periods where only one member of staff is present in our building. The added 10 hours of salary in addition to the benefits offered to part-time employees would be funded by North Carolina State Aid to Public Libraries. State Aid to Public Library funds have been previously approved and appropriated.

POLICY IMPACT

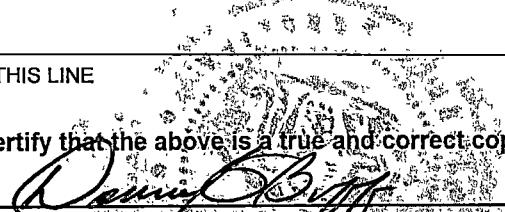
N/A

ATTACHMENTS

Budget Change Request (BCR)

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows.



NO. DATE M1 M2 JBailey CBrown CCloninger AFraley BHovis TKeligher SShehan Vote

2026-036 01/27/2026 BH SS A A A A A A A A A U

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**GASTON COUNTY
BUDGET CHANGE REQUEST (BCR)**

TO: Matthew Rhoten, County Manager
FROM: 6110 Library
 Dept. Code Department Name
 Susan McDonald 12/11/25
 Department Director Date

REQUEST TYPE:

- Line-Item Transfer Within Department & Fund
 Project Transfer Within Department & Fund
 Line-Item Transfer Between Departments

- Line-Item Transfer Between Funds*
 Additional Appropriation of Funds*

* Requires resolution by the Board of Commissioners

ACCOUNT DESCRIPTION	ACCOUNT NUMBER	AMOUNT**									
As it appears in Munis	4	3	3	5	6	7	4	2	1	6	5
	Fund	Dept	Div	SubDiv	Prog	SubProg	Future	Func	Obj	Proj	
	XXX	XXX	XXX	XXXXX	XXXXX	XXXXX	XXXX	XX	XXXXX	XXXX	
Ex. Employee Training	Ex. 1000-BGT-000-00000-000000-0000000-0000-01-520011-										
Furn/Equip<\$5K-FY26 State Aid	1000-LIB-000-00000-000000-0000000-0000-04-520020-G0156										
Part-time:>1K hrs-FY26 State A	1000-LIB-000-00000-000000-0000000-0000-04-510006-G0156										
FICA-FY26 State Aid	1000-LIB-000-00000-000000-0000000-0000-04-510100-G0156										
Retirement-FY26 State Aid	1000-LIB-000-00000-000000-0000000-0000-04-510101-G0156										
401K Contr-FY26 State Aid	1000-LIB-000-00000-000000-0000000-0000-04-510102-G0156										

JUSTIFICATION FOR REQUEST

Transfer State Aid to Libraries funds to cover additional salary and benefit cost from moving four half-time staff to part-time staff

** Decreases in expenditures and increases in revenue accounts require brackets. Increases in expenditures and decreases in revenue do not require brackets. Please note that transfers between funds require inter-fund transfer accounts.