

The regular meeting of the Lancaster County Library Board was held Tuesday, January 31, 2017, at 6:30 p.m. at the Del Webb Branch Library. Members present were Deborah Cureton, Dianne Evans, Erick Crawford, Margaret Gamble, Phyllis Jarvis, George Kirlin, Suzanne Lever, Clare McConaughay, and Thomas Monroe. Also present were Nancy Berry, manager of the Del Webb branch; Rita Vogel, director; and Steve Willis, County Administrator.

Thirteen members of the public attended.

Chairman Thomas Monroe called the meeting to order at 6:30 p.m.

Mr. Kirlin made a motion that the approval of the RFQ document item under New Business on the meeting agenda be removed since the document was not at a point for the Board to view it. Dr. Cureton seconded the motion, and it was unanimously approved by the Board.

No public comments were made.

Mr. Monroe welcomed special guests Terry Graham, District 1 County Council member; Melvin Stroble, District 1 School Board member; and leaders of the Friends of the Del Webb Library and Indian Land Action Council.

Minutes from the November 29, 2016, meeting were unanimously approved following a motion for approval by Ms. McConaughay seconded by Dr. Cureton.

Librarian's Report: Ms. Vogel reported that work on security had been completed at the Kershaw and Lancaster branches while the work at Del Webb still needs to be completed.

While general usage has been down, digital book usage has increased and programming seems to be growing. Ms. Vogel reported that the new signing for the deaf program by the children's librarian at the main library had twelve people in the last Tuesday's class. In addition, three lawyers will offer pro bono classes at night in March and April at the main library regarding family law issues, wills and estates, and end of life issues.

The meeting room at the Kershaw branch is now open and has a booking scheduled for March.

Ms. Vogel also reported that the children's programs are flourishing at the Del Webb branch with its new children's librarian. A program for teens is also a possibility. Hopefully, a staff member will become available to offer help to the children's librarian. Ideally, this branch can also offer a staff led adult book club in the future.

Financial Report: Ms. Vogel is going to ask that revenue be included in this report.

Lottery money, approximately \$35,000 this year, must go through a budget amendment with County Council in order for the library system to be able to spend it. Additionally, the system should spend this

money by the end of the fiscal year. The third reading of this year's amendment is scheduled for March 13 and the funds will then be available.

Money the system receives from the state (and county) per capita is based on the 2010 census. The state library offers all libraries Discus and aids with SCLends. We receive \$1.50 currently.

Committee Reports:

Building—The committee has conducted fact finding meetings to address the process of hiring a project manager. The first draft of the RFP was submitted to Procurement on January 12; however, the purpose of the document was misunderstood, so the process was halted. The committee would like to have a draft RFP to view for a called meeting on February 28. Comments were made stating that our first priority should be to hire a project manager to lead us in this process. Then we would be able to move forward more expeditiously. Also, the Board needs to develop a vision to present to the community and to increase the publicity for the system.

Library Foundation/Fundraising—The committee feels that the Board must establish the library foundation as a 501(c)3 if we are to conduct a successful fundraising effort.

Strategic Plan—The committee had no report at this time.

Personnel Evaluation—The committee has outlined a plan to gather sample materials from within and outside the county and hopes to have a draft of an evaluation by June 2017.

Old Business: Continuing discussions of Library Capital Improvements :

The Library Board is charged with deciding what we need and want concerning improvements to the system. County Council then must sign off financially and physically on the project.

The next regular Board meeting will be March 28, 2017, at 6:30 at the Lancaster Library. The chairman will call a meeting for February 28, 2017, if the need arises.

Ms. Gamble made a motion to adjourn, seconded by Ms. Evans, and passed by unanimous approval.

Respectfully submitted,

Phyllis Jarvis, Board Secretary