

The regular meeting of the Lancaster County Library Board was held Tuesday, January 26, 2016 at 6:30 p.m. in the meeting room of the Main Library. Members present: Erick Crawford, Thomas Monroe, Suzanne Lever, Dianne Evans, Sonny Rushing, Phyllis Jarvis, George Kirlin, Nancy Berry, branch manager of Del Webb, and Rita Vogel. Also attending was Councilman Larry McCullough.

The meeting announcement had been reported to the Lancaster News, published on the library's website, and also the County's website.

The meeting was called to order at 6:45 p.m.

Mr. McCullough was welcomed.

Public Comments: no members of the public were present.

Ms. Clare McConaughay was recognized as our newest board member, in absentia.

Minutes from the November 2015 meeting were approved unanimously.

Librarian's report: State Lottery money will go toward more books and laptop computers for each location, the projection system at our main location, and improved sound system in Del Webb.

Concerns have arisen about security issues. City police are helping out by stopping in at varied times. It was suggested that a monitor be set up on the circulation desk.

Program numbers are up.

Requests for changes to the Librarian's statistical report: specify SCLENDS numbers (ICLs vs received items), and give hard data, whenever possible, measuring comprehensive services.

Treasurer's Report: According to the budget analyst's report, the library is in good financial shape at this point in the fiscal year. Any changes in categories, or "line items" will be adjusted in Fiscal Year 2017.

Discussion and Action items:

Regarding the process for budget requests from Local General Funds:

It was agreed that many of the services performed by the library are not reflected in statistical reports: computer assistance, reference questions, faxes, processing new books, meeting room bookings, microfilm, newspapers, genealogy, books sales, courier services among three locations, outreach, and bookmobile appearances, among others. These contribute to the justification of our budget request.

It was also suggested we do surveys to measure patron satisfaction.

Cost/Benefit analysis would be helpful. Mr. McCullough suggested that patrons should be given County Councilmen's phone numbers in the event they are disgruntled due to cutbacks in service for lack of financing: ex: Closing Kershaw because the two staff are sick.

Mrs. Vogel is requesting a new 30 hour IT position to support the Evergreen Integrated Library System (ILS), and act as a liaison with the SC-LENDS Systems Administration group.

Action: Mr. Monroe objected to this funding being part of the Library's budget, stating that the county should provide these services. The County needs more IT staff, with one specializing in the language of our ILS. Mr. McCullough suggested regional sharing of expertise with other counties (i.e. York). Also, he highly recommended approaching our state representatives for support.

Mr. Rushing strongly suggested we define our needs to the county and seek its services. SCLENDS should cooperate county to county.

Action: Mr. Monroe made a motion: Withdraw the IT position from the budget request. Request the amount recommended by the budget analyst for IT services be placed in the appropriate category (line item) in our budget proposal FY2017.

Seconded: Mr. Kirlin

Vote: Unanimous

Questions were raised about grant writing. Is there grant writing? The county used to have a grant writer, but no longer does. What possibilities for free money are out there? Request that the county get a grant writer for the department heads to use those services.

Mrs. Vogel was charged with finding out why the county does not hire part time people by hours budgeted rather than created positions.

There were no objections with the request for a part time circulation assistant acting as a floater to all locations, based in Lancaster.

Bylaws need another revision: insert "public comments," which was omitted from the last revision under *Agenda*. Addition: Under Article III, "Special" becomes "Special/Executive". Under Article V, any order of business in the Agenda may be changed at the discretion of the board within 24 hour notice, in accordance with S.C. State law.

It was decided to defer voting to pass the By-Laws till the next meeting or by electronic/telephone.

Discussion regarding Steve Willis' suggestion to consider moving the new library to the Humana Building:

Mr. Rushing reminded the board that monies from the Sales Tax Referendum can be directed by the board.

Questions: why would we move to the Humana Building? Why can we not fix up this building? What conditions accompany the county's inheritance of this property?

Where would the library do business while this one is razed and being rebuilt?

Where are architect Danny Shelley's original plans?

Danny said he could create a one story building for less money with the option to add a second floor. Mr. Monroe would like us to pattern our main library after Greenwood County's main library. Greenwood is a 75 year building. Kershaw is slated for a new roof, and Del Webb an airlock. It is necessary to look carefully at what we actually will have from the referendum, and what is needed to fulfill our hopes for the library in Lancaster County.

Steve Willis has proposed the possibility of using the Humana building with enough capital left to help Kershaw and DW.

Objections were raised that the Humana building does not open on Main Street, and the parking is not adjoined to it. Is the Humana building a desirable property?

Can we get the city involved? Talk to representatives. i.e. Mandy Powers Norell.

How about a special meeting with Danny Shelley (without cost)?

Pin Steve Willis to a timeline.

Be concrete with your proposals: Drawings, plans, etc.

Board members should be present whenever possible.

This is a six year project. Get busy!

There being no other business, with a motion seconded, at 9 p.m., Mr. Crawford called the meeting adjourned.

Respectfully submitted by

Rita Vogel