

**Lancaster County Library**

**Board Meeting Minutes**

**Date: Tuesday, January 24, 2023**

**Time: 6:30 p.m.**

**Location: Lancaster County Library-Main**

**313 S. White Street**

**Lancaster, SC 29720**

**Members Present:**

Phyllis Jarvis

George Kirlin

Dr. Jim Timmons

MaryEtta Taylor

**Members Absent:**

Dr. Deborah Cureton

Debby Hegler

**Staff Present:**

April Williams, Director

Nancy Berry, Deputy Director

Susan Gandy, Kershaw Branch Manager

**Guest:**

Billy Mosteller, Lancaster County Council

**Call to Order:** 6:35 p.m. by George Kirlin, Chair

**Public Comments:** none

**Approval of Agenda:** Motion to accept-Dr. J Timmons; 2<sup>nd</sup>-P. Jarvis; motion carried

**Minutes-** Approval- Motion -Dr. Timmons; 2<sup>nd</sup>-P. Jarvis; motion carried

**Action Items:** update of Meeting Room Use Agreement; recommended by the staff that statement be added to the current document to clarify that users may not claim endorsement by the Lancaster County Library nor imply that the Library is

sponsoring meetings of those users, that any publicity should clearly state that the event is not a Lancaster County Library-sponsored program, that users must confine meeting activities and distribution of literature and signage to the meeting space reserved. Users may include the address/location of the library space being reserved. A motion was made to this effect by P. Jarvis, 2<sup>nd</sup> by Dr. Timmons; motion carried.

**Librarian's Report:** *included in packet*

- Director updated Board on the only budget request that would be made of County Council which was an increase to \$55,000 from the \$32,000 in the budget for maintenance (cleaning, etc.) due to increases in spaces and costs for services.
- A. Williams gave an outline of the past month's activities, including the partnership activities with the recreation department; the seed library and spring expo plans which will include speakers and activities; the podcast equipment and possible usages; the adult programming activities which include a line-dancing class that Dr. Cureton will be teaching; and a walk-through of the LinkedIn Learning site that is now available on the Library webpage. There are many exciting things going on and planned for all of the library sites.
- The Board reviewed the circulation/library stats that Nancy Berry provided.

**Deputy Director's Report:**

Nancy Berry reported:

- that the divider doors are being installed at Del Webb.
- Del Webb will also be participating in the Seed Library.
- A yoga class will be taught and other adult programs are being planned as well.

**Financial Report:**

Included in the packet; A. Williams told the board that the digital platforms of Hoopla and the Cloud Library would be combined in the new budget report; that funds from the Special Projects line would be transferred to the digital line since that is where Hoopla was previously included. \$5,000 will remain in the Special Projects line. She also explained that the funds in the Library Fines/Fees/Misc. line would be reduced since that amount had not been accurate for several years. She is making these changes to clean up the financial lines of the budget for clarity.

**Discussion:**

- Board members were given a Code of Conduct for library use which will be an Action Item for the March meeting.
- Dr. Timmons updated the Board on the statues donated to the Kershaw Library by the town of Kershaw.
- The Board discussed the need to fill vacated seats on the Board. Mr. Mosteller suggested that Sherrie Simpson be contacted for getting County council members involved in the process.

**Adjourn: 7:40 p.m.** motion by Dr. J. Timmons; 2<sup>nd</sup> by P. Jarvis; meeting adjourned

**Next meeting: March 28, Main Library, 6:30 pm**