

The regular meeting of the Lancaster County Library Board was held Tuesday, January 30, 2018, at 6:30 p.m. in the Meeting Room of the Del Webb Library. Members present were James Boling, Lynne Carroll, Deborah Cureton, Margaret Gamble, Lisa Hallman, Phyllis Jarvis, George Kirlin, and Thomas Monroe. Also present were Nancy Berry, manager of the Del Webb branch, and Rita Vogel, director.

Six members of the public attended.

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

Ms. Claire McConnaughy spoke to the need for the Bookmobile to visit all areas of the Lancaster County at least for the summer months. She also stated that the system should have standard hours for all branches.

Minutes from the November 28, 2017, meeting were discussed and then unanimously approved following a motion for approval by Ms. Carroll seconded by Mr. Boling.

Minutes from the December 19, 2017, called meeting were discussed and unanimously approved following a motion for approval by Ms. Carroll seconded by Mr. Boling.

Librarian's Report: Ms. Vogel reported that she was pleased with the new children's librarian for the Main and Kershaw libraries who was working to get programs ready.

Ms. Vogel reported on the success of the Benjamin Franklin program at the Main Branch.

Ms. Vogel reported that since Hwy 521 is a state road, permission must be given by the State to erect the location signs for the Del Webb Library which have already been purchased. This process may take up to one year.

Ms. Vogel responded to a question from the previous Board meeting about the balance of funds in the Harper Fund. The balance is currently \$28,818.00. This money was a bequest originally labeled by the Board for outreach purposes. Comments were made concerning whether these funds could be used for operating the Bookmobile. The major obstacles to the operation of the Bookmobile at this time are the expenses associated with the condition of our vehicle and the library staff necessary to staff it. This discussion will be under New Business at the next regular Board meeting.

Ms. Vogel also stated that a State Library representative would be at the next Board meeting to present a 30-minute refresher Board training program.

Ms. Vogel gave each Board member a copy of her vision for the Lancaster Library System to show members what she had provided to Councilman Terry Graham, who had requested the information at the last regular Board meeting.

Financial Report: Ms. Vogel explained how expenses for Books and Building Maintenance were grouped in the Budget Report from the County. She has to find a new way to label what items are currently purchased under Miscellaneous and wants to add a budget item for Outreach. She will also request an IT County employee based at the Main Library to enable library services to operate without constant interruption.

Committee Reports:

*Building Committee* – To facilitate a possible relocation of the Kershaw Library after a project manager is selected, Ms. Gamble was asked to contact Councilman Jack Estridge to obtain his input into selecting a location.

*Strategic Plan Committee* – No report was given.

*Library Foundation/Fundraising Committee* – No report was given.

*Personnel Evaluation Committee* – Mr. Kirlin said the handout of the document for evaluation of the director would be postponed until the March meeting.

Old Business:

Review evaluation committee for choosing candidate from those responding to RFQ: This committee will be made up of Mr. Monroe, Mr. Kirlin, Ms. Vogel, Ms. Berry, and Mr. Steve Yeargin, County Building Official. This committee will meet Thursday, February 22, 2018, at 10:00 at the Main Library.

Follow-up Sims Presentation: Mr. Monroe reported that SIMS Chairman Robert Folks and he were composing an editorial for **The Lancaster New** to give the public information about how the community can give its input into the building process and the services the library system provides by taking an offered survey.

Discuss any additions to be presented by director to County Administrator for FY 2019 budget: Ms. Vogel will request a County IT person to work on site for the library system.

New Business:

Frequency and location of Board Meetings: Regular meetings will be held at each library in the system on a rotating schedule while all called meetings will be at the Lancaster Library. The 2018 meetings will be as follows: March, Lancaster; May, Kershaw; July, Del Webb; September, Lancaster; and November, Kershaw.

Arrange to work with State Library to work on mission statement and strategic plan: Ms. Vogel gave Board members a handout from the State Library dealing with mission statements. As one of her goals, she wants to work with the Board to come up with a new mission statement and strategic plan. She plans to meet with a State Library Representative to get assistance with the best way to proceed and then work with the Board to complete this process.

The next regular meeting will be March 27, 2018, at 6:30 p.m. at the Lancaster Library.

A called meeting will be February 27, 2018, at 6:30 p.m. at the Lancaster Library.

Ms. Berry spoke on behalf of the Del Webb Friends about the possibility of the group's erecting a lighted sign in front of the Del Webb Library to mark the library's location. She also gave the Board a handout showing a possible sign. The Board decided it would be wise to postpone its construction until whatever improvements will be made at Del Webb are finalized and hopes the Del Webb Friends will continue to be willing to provide this sign.

Mr. Kirlin made a motion to adjourn, seconded by Ms. Jarvis, and passed by unanimous approval.

Respectfully submitted,

Phyllis Jarvis, Board Secretary