

The regular meeting of the Lancaster County Library Board was held Tuesday, March 29, 2016 at 6:30 p.m. in the meeting room of the Main Library. Members present: Erick Crawford, Thomas Monroe, Clare McConaughay, George Kirlin, Phyllis Jarvis, Dianne Evans, Nancy Berry, manager of the Del Webb Branch, and Rita Vogel, director, and Steve Willis, County Administrator.

Several members of the public were present.

Mr. Crawford called the meeting to order at 6:30 p.m.

Public Comments: Ms. Jan Tacy spoke about growth in Indian Land, and the need for more hours. Mr. Crawford asked Mrs. Vogel to respond. Mr. Willis stated that there is no money available for more staff for more hours. It was suggested we submit a survey to the Gateway newspaper.

Publish the results.

Minutes from the January 26, 2016 meeting were approved unanimously.

Librarian's report: Board members expressed appreciation of the added information in statistics. However, we do not specifically measure all our services, among them: help with and providing computers with internet, daily reference questions, all processing, tech services, microfilm use, genealogy, and courier services from branch to branch. Need to provide more bestsellers to Del Webb; we will try resolving this using Lease Plan Books.

Mrs. Vogel will be meeting branch manager of Morrison Regional Library in Charlotte, April 6th to see about their renovations costing \$8M.

Presentation at Rotary by State Library Deputy Director concerning DISCUS, online resources provided to all public libraries.

Question recently posed by George Kirlin: can you hire as many people as you require as long as you have Full Time Equivalency in hours? In other words, must we always have an open position for replacement, even if there are hours for a new position? Department Head works with Human Resources and the Budget Analyst discreetly, as each new hire costs money in background checks, processing, drug checks. However, there is room for discretionary assignments of personnel.

givelocallancaster.org. It was discussed and decided that it would be better for Del Webb Friends, as they are a non-profit (501c3). Local government is not a "non-profit".

Request that we run a report of how many new library cards were issued for each branch in our report, and number of new books processed.

Ms. McConaughay asked Mrs. Vogel to provide five new ideas she had gotten from her directors' retreat in Beaufort.

Treasurer's Report: Mrs. Vogel will meet with budget analyst to refine line items in budget. Mr. Kirlin has generously offered to meet with them as well.

Look into why Del Webb is costing so much money for utilities.
Come up with money to take care of bookmobile services.
Harper Fund? Where is it recorded?
Get Danny's agreement in writing to "not charge us anything until shovel ready".

Old Business:

Approval of By-Laws; Mr. Kirlin moved that they be tabled until the next meeting in order to clarify specific wording. An ad hoc committee was appointed. Mr. Monroe seconded. Approved. Ms. Evans abstained.

Ad hoc committee: Mr. Crawford, Mr. Kirlin and Mr. Monroe

New Business: what is the proper age for children to be left by themselves at the library?
It was decided to survey other South Carolina directors. Ms. McConaughy asked that Mrs. Vogel check the liability with the county attorney.

Danny Shelley will be coming for a specially called board meeting at six o'clock April 5th to review what we've planned in the past and to inquire about the future possibilities.

Mr. Willis stood to speak with the board. Paraphrasing: We can now expect money around \$4.5M for library as pay go by July 2016. Balance the following July (2017) You have got to start with your scope of work. Approximately \$7.9M. Why not have an existing building and renovate because you wouldn't have to buy land or pay for a new structure altogether? This would make your money go further. Furniture, fixtures, What scope of work do you want to do? Team: architect, engineer, project manager. McNair Law Firm can work with us for a guaranteed fix price. Bryant Cook is our procurement manager.

Timeline is moving faster than we anticipated.

How long do we have it to spend? Finance would like it spent within six years. There is no statutory deadline for spending that money. (Not a use it or lose it).

If the projects come in under budget, it is up to council to dispose of it.

What do you want to do

New construction or renovation

Work with County departments to help us make decisions.

How specific do we need to.

RFP—"here is our architect"

County will work with us in this process. Chad will help us.

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

Respectfully submitted by

Rita Vogel