



OCONEE COUNTY PUBLIC LIBRARY

**Oconee County Public Library**

**Minutes of meeting of Library Board of Trustees--**

**May 22, 2017—Westminster Library, Westminster, SC, 5:30 p.m.**

Members present: Beverley Brackett, Bill Caster (vice-chairman), Allison Griffin, Maria Jacobson, Marie McMahan, Chanda Morrison, Alisa Suddeth (chairman)

Members absent: Kelly Holleman, Lisa Martin

Staff/guests present: Blair Hinson, Interim Director; Leah Price, Westminster Branch Manager; Barb Askew, President of the Friends of the Library, Stacie Powell, Youth Services Librarian

Members of the press present: none.

- I. **Call to Order:** Call to order at 5:30 by chairman Alisa Suddeth
- II. **Minutes:** Minutes from March 27, 2017 Board meeting were considered, with a motion to approve by Bill Caster , and seconded by Maria Jacobson ; passed unanimously.
- III. **Public Comment:** none.
- IV. **Friends Report:**

Income	MARCH 2017	April 2017	May 22, 2017
Book Sale:	\$967.05	Book Sale: \$865.10	Book Sale: \$892.25
Lobby Book Sale:	\$250.00	Saturday Book Sale: \$620.00	
Seneca Bookcase Sale:	\$ 85.00	Lobby Book Sale: \$189.00	
		Seneca Bookcase Sale: \$45.00	
Total--	\$1302.05	Total--	\$1719.10

PARTIAL THREE MONTH TOTAL: \$3913.40

Ms. Askew reported that Friends now advertising book sales in Greenville News. She also mentioned Little Free Libraries, and that the Friends are putting two of them at the school in West-Oak (units constructed by West-Oak students).

Barb Askew also mentioned that she spoke at the Golden Girls group, and how receptive they were to what the library does.

- V. **Committee Reports:**
  - a. **Finance Committee:** nothing to report
  - b. **Policy and Personnel Committee:** nothing to report-hiring of Library Director to be discussed in executive session

- c. **Building and Grounds Committee:** Mr. Caster mentioned and displayed news articles about recent author talks, naming the bookmobile, and former director Philip Cheney running for office; he also mentioned a Friends' book sale advertisement, and showed newspaper pictures from Volunteers Groove luncheon.
  - d. **Community Relations Committee:** Nothing to report
  - e. **Capital Projects Committee:** nothing to report
- VI. **Chairman's Report:** Discussed attending Volunteers Groove luncheon and how much she enjoyed it, and that the staff really gets into the event.
- VII. **Director's Report:** Discussed successful author talk/"Trotting Sally" program at Seneca; and mentioned that Bookmobile's connectivity had been fixed; also, Bookmobile visited Westminster Elementary School; staff had a successful in-service day with traveling around Oconee County to visit social service and community agencies; discussed that MGT job descriptions had to be redone, specifically cataloger position was reclassified; mentioned parking lot in Walhalla; also discussed that the Chrome Book lab has been successful, and using Oasis program to train; Bill Caster commented on and commended the guest appearances on Coffee Time radio with Interim Director and host Chad Dorsett.
- VIII. **OLD BUSINESS:**
- A. Library Security: Interim Director discussed that County had Active Shooter Training on April 26<sup>th</sup> at the Pine Street offices; Scott Krein visited Walhalla Library and Salem Library to assess the building, and more visits are planned for the other branches; blood trauma kits are now available at the branches, secure doors have been installed at the Walhalla Library, other changes are planned for the other branches; Barb Askew asked for Friends to be included in active shooter training at the Walhalla Library.
  - B. Strategic Plan: Board needs to set a direction for library going forward the next several years; Chairman stated it needs to be addressed after the new director is hired.
- IX. **NEW BUSINESS:**
- A. Amnesty Week for Library Fines/Fees: Stacie Powell, Youth Services Librarian
- Amnesty week has not been done in the last 10 years, the library is losing patrons and materials and this is a way to get those patrons and materials back, Mr. Moulder and County Council approved unanimously; it was mentioned that guidelines were established by management team; Ms. Jacobson asked why we don't waive all fines even on items already returned, discussion ensued. Interim Director mentioned the library is supposed to contribute almost \$40,000 to the county budget, which also elicited discussion.
- B. Naming the Bookmobile—Did not receive a lot of entries, then received staff entries as well. Entries include--Reading Rig, Reada, Oconee Belle, Imagine Mobile, naming it in memory of Sally Long.

Chairman Suddeth suggested staff ask to reopen contest and solicit for entries again, and to have forms on the Bookmobile for people to submit entries; wanted to make sure everyone had an opportunity to submit entries, and ensure that people can enter more than once.

Ms. Jacobson asked about why the Wi-Fi is being turned off at night at the branches, and asked if there had been an incident. Mr. Hinson pointed out that the head of County Emergency Management, Scott Krein, suggested we turn it off. Ms. Brackett mentioned Attractive Nuisance Law as reason to not have Wi-Fi on after hours. Discussion ensued.

Motion made by Ms. Jacobson to turn the Wi-Fi back on 24/7, seconded by Ms. McMahan. Vote was 5 to 2, with Beverley Brackett and Bill Caster dissenting. Discussed also ensued about installation of a light on side porch at Walhalla.

Chanda Morrison asked if the Long Creek Wi-Fi was going to be fixed. Mr. Hinson responded that there are still issues with connectivity; sign has temporarily been taken down at Mountain Rest; Fair Play may still be working, but FOCUS is researching equipment may be able to be installed outside the buildings, so when there are issues it can be easily accessible to fix problems.

Ms. Jacobson agreed to contact Mike Powell (with County FOCUS) about the connectivity issues in Long Creek and Mountain Rest.

#### **C. Proceeding with engineering study for using new lot in Walhalla**

Mr. Hinson noted that an engineering study is not in this year's (FY18) budget to study using the land as a parking lot. If library wishes to proceed, then Sarah Mills Norton Trust money will need to be used for the study.

#### **EXECUTIVE SESSION**

For the following purposes, as allowed for in S.C. Code § 30-4-70(a):

[1] to discuss a personnel matter relating to the resignation of the Library Director and the hiring, or appointment, of an interim or permanent successor to that position.

Board entered into executive session at 6:45 p.m., for discussion of personnel matter relating to hiring of new Director; motion made by Maria Jacobson, seconded by Bill Caster. Upon returning from Executive Session, no motions were made or business discussed.

- X. **Adjournment:** Mr. Caster motioned to adjourn, Marie McMahan seconded. The meeting adjourned at 6:57 p.m.

**Reported by Leah Price, Westminster Branch Manager**