

OCPL Board of Trustees
Meeting Minutes
July 23, 2012

Attendance:

Sally Long, John Adams, Jody Gaulin, Bill Caster, Carol Baumgardner, Vicki Miller, Ellis Hughes (Danny Day not present). Barbara Askew, ex Officio member also present.

Approval of Minutes:

Minutes, May 21, 2012 meeting. Motion: John Adams , Carol Baumgardner, 2nd- Approved as written.

Minutes, June 18, 2012 Executive session. Approved as amended with addition of who moved and 2nd Motion . Sally Long & 2nd Bill Caster. Approved unanimously.

Public Comment.

Becky Heatherington- requested public comment be moved to after the meeting.

No other comments

Reports:

Barbara Askew- Friends of the Library Report:

Friends increased meeting frequency to once per month to get everything done. Reported June book sales \$904, lobby \$119, total \$1023 and July \$1080 and Sat \$400, total \$ 1480. 25. \$3100 to Libraries.

Baby program going well. The Friends are reordering bags. People are bringing in the red cards included in the bags to get their baby a library card.

Movie Sales not doing well. Need to consider whether it is worth the license fee.

Sept 10-11 Program is scheduled on Civil War.

Sept 22- Friends will sponsor a seminar for Friends of the Library of SC with a meal and speaker.

John Adams- Finance:

Ended the budget year with a \$5444 surplus. Handouts for this budget year (FY12) were distributed in the meeting packet.

State Aid \$18,561 per quarter which represents a return to the rate of \$1 per capita.

Vicki Miller- Policy and Personnel:

New Policy manual update proposed and distributed in the meeting.

Building and grounds: Danny Day- No report

Community: no report

Capital Project: no report

Chairman's report:

Report by Providence Associates was distributed entitled *A New Library for Seneca*. Bif Kenedy emphasized that the consultant talked with a variety of folks to get input.

John Adams stated for record he was proposing to recuse himself from the vote on selection of site location since he had a financial interest in site 4. Bif stated that the consultant proposed this site independently. The board will vote on the recusement prior to the vote by the board at a subsequent meeting. Kennedy reviewed the major points of the report including population, services desired, site evaluation criteria, report conclusions. Four (4) locations were studied and Pros and Cons of each were listed in the report.

1. Current location.
2. Blue Ridge Elementary Site- population has shifted North (2012 study), rather than South (2002 study).
3. Downtown Historic District- Harper Bldg and connected buildings except for Townville St blgs. Could accommodate a one story structure. Note that Library Board does not have power of eminent domain
4. Hwy 123/ E North First Street (East side where W & W Mobile Homes is now). Also the East side is in New Market Tax District. West side is also a possibility but would require. East side- is available for sale.

Notes: Kennedy emphasized that many changes have taken place since the 2002 Providence study. The 2012 study noted that less square footage is needed for reference books, etc., due to the emergence of electronic sources for materials integrated into the libraries in this decade. Several sites may qualify as New Market Tax District sites which enables the government entity to cover a certain percent tax incentive from the government. In order to qualify, this must be in conjunction with a mixed use format. The board does not know how much the land might cost for site 3 or 4.

Estimated Square Footage proposed in the 2012 study is 3306 sq ft less than the 2002 study assuming the administration does not move to the facility. State requested Sq footage per capita- comes from State librarian at 1.25 Sq ft per capita, county wide for all library space.

Bill Caster moved to accept the report and Ellis Hughes 2nd. John Adams Abstained. All others in favor

We will present the report to County Council on Aug 14, 2012, 6:30PM . The consultant will formally present the report and answer questions of the Council.

OCPL Board of Trustees
Meeting Minutes
July 23, 2012

Directors Report- Philip Cheney

Hosted Solutions: TLC Hosted Solution is set to become a reality August 12 and 13, 2012. All libraries will be closed to the public on Monday, August 13 after the data is transferred to the server in West Virginia on Sunday, August 12.

Staff Changes: **Meredith Wickham** of the Seneca Library staff was selected to succeed **Tony Moore**, who resigned effective July 6, 2012. **Megan Lavere**, part time staff member in Walhalla, was selected for the full-time vacancy created by Ms. Wickham's move to Salem. **Leah Kelley** was selected for the part time position vacated by Ms. Lavere. All transitions occurred on Monday, July 9, 2012.

New Business:

Biff Kennedy will resign for moving to Hawaii. The Board voted to commend Biff for his hard work and dedicated service to the Board/.

Motion to adjourn was made by Carol Baumgardner, John Adams seconded. Approved.

Attachments to the Record:

Providence Report- A New Library for Seneca July 12, 2012 and Recommended Space Requirements

Director's Report

FY12 Budget- OCPL

New Policy Manual

Respectfully Submitted,

Jody G Gaulin
OCPL Trustee