

OCPL Trustee Meeting Minutes

Westminster Branch

October 8, 2012

Trustees in Attendance: R. Daniel Day, John Adams, Jody Gaulin, Ellis Hughes, Bill Caster, Carol Baumgarner, Sally Long, Vicki Miller and new member Bruce Adelberg

Guest in Attendance: Betty Dubose and Suzanne Peden. Both former employees with OCPL.

- I. **Call to order:** Meeting called to order by Chairman Day at 5:30 PM.
 - II. **Meeting Minutes:** Minutes of the July 23, 2012 were unanimously approved with a motion by John Adams and second by Ellis Hughes.
 - III. **Public comment:** There were only two members of the public in attendance and no comments were made.
 - IV. **Friend Report:** See the handout furnished by Barbara Askew of Wish List Items purchased by the Friends.
 - V. **Committee Reports**
 - A. **Finance:** John Adams moved for approval of the State Aid Agreement and Sally Long seconded the motion. It passed unanimously.
 - B. **Policy/Personnel:** See Old Business below concerning the Oconee County Public Library (OCPL) Policy and Procedures Manual.
 - C. **Building and Grounds:** Jody Gaulin recommended a work order for equipment that is not working. Water cooler at the Seneca Branch needs a work order to improve water quality
 - D. **Community Relations:** Ellis Hughes recommended more communications concerning the value of the library system and proposed new County library in Seneca. She recommended that board members and Friends consider making presentations to civic groups, churches, etc. Vickie Miller reminded the Board to be disciplined about referring to the Seneca Library project as the Oconee County Public Library Seneca Branch.
 - E. **Capital Projects:** John Adams recapped the history of the sites considered for the OCPL in Seneca. The updated study outlined four possible sites of which two will cost money for the purchase of the land. Various feedback from Scott Molder and the County Council meetings is given push backs for the purchase of the land and library. Further, we are repeatedly not approved for needed maintenance for the current locations. The checkbook seems to be closed for more land in the County. Scott Molder has stated he will call a city council/county council/OCPL Board meeting, but his has not been scheduled. We have been asked not to make any presentations at this time. Sally Long suggested that we prepare a detailed history of what we have done in the past, sites considered, studies done, council actions and responses for use in the joint meeting. Action items:
 - Get on council agenda at regular intervals with at least one item related to the library – target once monthly.
 - Submit press releases (Community Relations).
 - Prepare the summary presentations to use at a future joint meeting (Ellis to chair and John will assist. Barbara with FOL will also help).
 - Community Relations create presentation (video and/or power point).
 - Remember that David Warren suggested a citizen council to promote the library.
 - VI. **Chairman's Report:**

OCPL Seneca already discussed.

Trustees whose terms expire in 2013 must reapply. There are no term limits per the bylaws of the OCPL Board of Trustees. (We found out after the meeting that the County Council recently change the rules and Board members can serve only two terms.)
 - VII. **Directors Report:** OCPL joined all three Chamber of Commerce in the county – Oconee, Walhalla and Westminster. We will now be featured in some of their promotional publications and activities.
- Blair Hinson attended the TLC annual conference to learn what will happen when we convert to the Internet based hosted solution. The fiber optics will be ready at all libraries at that time. System cutover process begins at COB on Saturday 27 October. Training of the staff is scheduled for the in service on Monday 29 October. We will go to LS2 PAC web based server

which will have a different look to the public compared to our current TLS server. It is much more user friendly. There is also a Kid Friendly Public Access Catalogue.

Old Business: No old business.

New Business: Cherokee Museum representative, Luther Lyles, has requested that we allow Cherokee Museum to revise the map of the "Cherokee Indian Towns of Oconee County" (Copyright held by OCPL, developed by Margaret Seaborn) to make some needed corrections. Cherokee Museum would revise the map and request permission to sell the maps with proceeds to benefit the Cherokee Museum. OCPL has 90 maps left from the original printing of 1976 and sell them currently for \$10.

Jody made a motion that Danny Day be empowered to negotiate an agreement with the Cherokee Museum to include:

1. OCPL retains copyright to the map as revised/corrected.
2. OCPL will be given a negotiated quantity of the maps for our use.
3. The agreement will have a clause to revert the rights to unused inventory and rights to sell the copies should the Cherokee Museum be closed or hours reduced to the point of no opportunity for sales to be made.

Election of Officers;

Chairman-Bill Caster nominated Danny Day. Elected by acclamation.

Vice Chairman- Jody Gauflin nominated Ellis Hughes. Elected by acclamation.

Secretary -John Adams nominated Bill Caster. Elected by acclamation.

Meeting was adjourned.

- VII. **Old Business: None**
- VIII. **New Business:**
- IX. **Executive Session: Matters related to personnel.**
- X. **Adjourned: After the Executive Session the meeting was adjourned.**

By Trustee William A. Caster