



**Library Board of Trustees**  
**MINUTES OF BIMONTHLY MEETING**

Seneca Library Meeting Room  
Monday, January 28, 2013, 5:30 p.m.

*Board members in attendance: Danny Day, Bill Caster, Vicki Miller, Becky Hetherington, John Adams, Sally Long, Holly McPheeters, Ellis Hughes, Alisa Champion, Carol Baumgarner, Priscilla Taylor.*

I. **Call to Order** – Chairman Day called the meeting to order at 5:39 p.m. and welcomed the new trustees to the Library Board, inviting them to introduce themselves. Becky Hetherington, Priscilla Taylor, Alisa Champion, and Holly McPheeters introduced themselves. Chairman Day also introduced the five library staff present: Philip Cheney, Library Director; K'Lani Green, Branch Services Librarian; Blair Hinson, Seneca Branch manager; Leah Price, Westminster Branch manager; and Meredith Wickham, Salem Branch manager.

II. **Approval of Minutes:** Minutes of the November 26, 2012 meeting were approved on a motion by Carol Baumgarner, seconded by Bill Caster.

III. **Public Comment** – None

IV. **Friends Report: Barbara Askew**

Mrs. Askew reported that book sales in December and January have been going very well, with receipts totaling \$3400.55. Mrs. Askew explained to the new Board members about the Friends of the Library organization and how the group distributes the funds they raise: 50% is automatically given to the library for purchasing materials, and 50% is used for programming, wish list items, and gifts. Mrs. Askew highlighted upcoming programs: "Let's Talk About It," a series of programs on Reconstruction, beginning February 4; and The Friends' Annual Meeting to be held March 17<sup>th</sup>, with local author Linda Lovely as the guest speaker.

V. **Committee Reports**

**A. Finance – John Adams**

Questioned about the Building Maintenance budget for the Seneca Branch Library, Philip Cheney explained that there had been an expenditure for a new Oconee County Public Library sign. He noted that the Seneca Library was built in 1968 by the City of Seneca and became a part of the county library system in 1985, but had never had a sign that designated it as a part of the Oconee County

Public Library system. Chairman Day pointed out, for the benefit of the new trustees, that the four branches operate as a system, rather than four separate libraries, and it is important to educate the public so that they realize you can get the same services at all four branches as well as the Bookmobile, which travels to many parts of the county to offer OCPL services to those who might not otherwise have access.

**B. Policy/Personnel – Vicky Miller**

Vicki Miller mentioned that one of the long-time staff, Margaret McCall, is retiring. Westminster Branch Library Manager Leah Price announced the date of her retirement party and invited the Board members and Friends to attend. Vicki Miller checked to see if every Trustee had received the revised Policy Manual.

**C. Building and Grounds – Danny Day**

The City of Walhalla has been smoke testing the sewer lines, and twice in the last month smoke has entered the Walhalla Library building via the basement. Facilities Maintenance personnel called the City of Walhalla to find out about the smoke and brought fans to the Walhalla Library to exhaust the smoke from the building. Chairman Day noted the new sign at the Seneca Branch as a sign of forward progress.

**D. Community Relations – Ellis Hughes**

Ellis Hughes reported on the half-day communications workshop on January 12 where the Board discussed the library message and PowerPoint presentation developed by Blair Hinson, Philip Cheney and Ellis Hughes. She will send out a link to information produced by the Gates Foundation for the use of rural libraries.

The Community Relations committee is in the process of putting together a comprehensive public relations campaign to get the new library built in Seneca.

Ms. Hughes commented on the recent publicity received for a library program. Seneca Branch Manager Blair Hinson was interviewed by a television reporter at the library's program on the Battle of the Bulge and a portion of that interview appeared on television. Mr. Hinson was shown with the audience in the background and a large OCPL banner just behind him. Five local veterans of the Battle of the Bulge attended the event.

**E. Capital Projects – John Adams**

Mr. Adams mentioned that a new Seneca Library study was recently completed and that there were a number of recommendations that came out of that study's conclusions, which Ellis Hughes is using to create a new message. The larger picture is a five-year plan, which envisions an expansion to the Walhalla Library, a new branch in South County, an expansion of the Westminster Branch as well as the new Seneca Library. John Adams encouraged the new trustees to get involved in the County's budget process. The possibility of a penny sales tax, requiring a referendum, was discussed as a way of financing the library's capital projects.

VI. **Chairman's Report: Danny Day**

Chairman Day reported that he is going to keep focusing on trying to get the new branch built in Seneca and the completion of the entire five-year plan, including the expansion in Walhalla and the new branch down in the lower part of the County. Chairman Day expressed concern that the library's progress on these projects is not moving fast enough. He stated that the Library Board will be meeting a little more frequently and will hold special meetings if necessary. Committees can meet whenever they'd like to. New trustees were encouraged to let him know which committees they wished to serve on. John Adams added that as the new trustees are reviewing the background material, he hopes they will not get bogged down in this project's past, but move forward with the material that has been developed more recently.

VII. **Director's Report**

Mr. Cheney introduced Branch Services Librarian K'Lani Green to give a brief update on an LSTA grant-funded project. Ms. Green mentioned that the staff self-assessment questionnaire has been completed and that since September the team has been working to identify the core competencies considered most critical. Two town-hall-style meetings are scheduled for February 26<sup>th</sup> to find out from the community what they want to see from the library and the library staff. Mr. Cheney led a discussion of the new standards for public libraries in South Carolina and it was noted that OCPL fails to meet the standard for the number of public computers and square footage of buildings. Mr. Cheney invited the Board to the legislative day in Columbia on April 17, 2013, noting that the library's van can carry seven people. Mr. Cheney reported that he planned to travel to Columbia on the 27<sup>th</sup> of January in support of the State Library's budget presentation to a subcommittee of the House Ways and Means Committee.

VIII. **Old Business**

None at this time.

IX. **New Business** –A request to implement Twitter social networking. Westminster Branch Manager Leah Price presented information about Twitter and how it would be used to communicate with library patrons. After discussion by the Board, Bill Caster made the a motion to set up an OCPL Twitter Account subject to approval of a new, amended policy at the next Board meeting, with the account to be made active at that time. John Adams seconded the motion and it passed without objection.

X. **Adjourn** – The meeting adjourned at 7:13 p.m.