

Minutes of the OCPL Library Board of Trustees

Monday, January 26, 2015, Seneca Library, 5:30 p.m.

Members: Bill Caster, Danny Day (chair), Rebecca Hetherington, Ellis Hughes, Maria Jacobson, Marie McMahan, Holly McPheeters, Alisa Suddeth

Members present: All

Members absent: None

Staff members present: Director of Library Philip Cheney, Branch Services Librarian Blair Hinson

Press present: Dick Mangrum, *WGOG FM radio, Walhalla, SC*, Carlos Galarza-Veve, *Seneca Journal*, Ray Chandler, *Anderson Independent*

Guest: Paul Cain, Oconee County Council

- I. Call to Order: Called to order at 5:30 p.m. by Chairman Day.
- II. Approval of Minutes: from December 4, 2014; with one correction to December minutes (addition of press member present at December 4 meeting), motion by Bill Caster to accept, seconded by Ellis Hughes, so approved unanimously.
- III. Public Comment: Paul Cain, Oconee County Council, was recognized by the chair, and spoke briefly about his appreciation of the library.
- IV. Friends of the Library Report: Barb Askew, President of the Friends gave the following information: Book sale results since last reported in December, 2014:

FINANCIAL REPORT:

December book sale income: \$881.00

 Walhalla lobby: \$191.00

 Seneca lobby: \$96.00

 Gift cards: \$35.00

Donations: \$456.50

 " Read to Me 40.00

Total 2014 Income: \$23,890.

Total 2014 Expenses: \$28,139. Includes \$9372.41; 50% of book sale income to OCPL; extra costs taken from Savings Acct.

January, 2015 Book Sale Income to date:

Reg. sale, Jan. 8: \$976.25

Sat. sale, Jan. 24: \$438.35

Total to date: \$1414.60

Lobby sales not tallied yet, but sales have been impressive.

FOL Contribution to Referendum: \$1955.77

Other News:

Emily Embry introduced to FOL Board at their regular January meeting on January 20.

FOL has 315 members; increased from 302.

FOL Board voted not to have Annual Meeting; is looking for another program idea.

Emily Hitchcock, Ellen Plumpe, Barb Askew reviewing Constitution/By-laws, secondary to several real changes.

Problems with upcoming LTAI series: resolving? (problems with showing films at the library—but need licenses to show films.)

FOL newsletter will be out early March.

Question was asked about Better World Books, where the Friends can donate/sell surplus books to this organization.

V. Committee Reports:

a. Finance: none.

b. Policy/Personnel: see under old business for changes to OCPL policy. Chair and Director made Mr. Cain aware of what impact Staffmark hiring for part time staff has had on OCPL.

c. Building & Grounds: Mr. Caster mentioned the need to fix the front doors at the Seneca Library. The closer no longer functioned, but facilities maintenance was able to fix temporarily. Director also made Board aware of information/specs sought from Facilities Maintenance on new automatic doors for Seneca. Director also made Mr. Cain aware of the dire need to pave the parking lot at the Westminster Library.

d. Community Relations: Ms. Hughes addressed postponement of Board strategic planning session that was supposed to happen on January 24; will be rescheduled.

e. Capital Projects: Ms. Suddeth stated that Board was disappointed in results of referendum, but the Board wanted to work toward finding new funding and move forward.

VI. Chairman's report: Chair addressed setting up a foundation for fundraising with The Foothills Community Foundation in Anderson, SC. Will try to set up before March meeting of the Board. Might also need to call a special meeting of the Board to approve in the meantime.

VII. Director's report: Director made mention of library's adding of Ancestry.com Library Edition to the library's databases. Library is also proceeding with digitization of local content (content which has copyrights owned by, or given to, the library). Director also addressed shortfall of money from last approved County budget for new per-click Xerox copying in library system. Mr. Cain mentioned he would like to know what percentage the libraries take in in revenue for copies versus the amount allocated for copies.

VIII. Old Business

- a. **Changes in OCPL Code of Conduct and Trespass Policy: changed policy and Code of Conduct to put system in line with legislation passed by the State concerning trespass notification and banning in the library. Adam Artigliere with McNair law firm reviewed and updated the Code of Conduct. Motion to amend made by Holly McPheeters, and seconded by Bill Caster. Motion passed unanimously.**

IX. New Business

- a. **Application for Story Corps grant: 10 libraries across the U.S. will be awarded a \$2,500.00 grant for training and equipment to collect oral history interviews. OCPL hopes to be one of these. Oconee County will partner with the Oconee Heritage Center. Motion made to approve application made by Ellis Hughes, seconded by Bill Caster. Approved unanimously.**
- b. **Proposed telescope lending policy and agreement: Telescopes (part of the LSTA grant received from the State Library for STEAM education) would be loaned out to patrons as part of the STEAM program. Ms. McPheeters asked about how the library could collect a deposit on them. Discussion followed. Motion to accept policy made by Alisa Suddeth, seconded by Maria Jacobson, unanimously approved.**
- c. **Proposed changes in lost materials policy: change to replacement policy so that library will NOT accept replacement items. Motion made by Ellis Hughes, seconded by Maria Jacobson, and passed unanimously.**
- d. **Proposed addition of wording to library Code of Conduct to include electronic smoking devices: needed to add other wording to Code of Conduct to include other forms of tobacco and electronic smoking devices as well. Motion made by Ellis Hughes, seconded by Marie McMahan. Unanimously approved.**

X. Executive Session: no votes were taken upon emerging from Executive Session.

XI. Adjourn: adjourn at 7:25 p.m.

Prepared by Blair Hinson, Branch Services Librarian