



Oconee County Public Library

Minutes of meeting of Library Board of Trustees--

March 23, 2015—Walhalla Main Branch Library, Walhalla, SC, 5:30 p.m.

Members present: Bill Caster, Danny Day, Kelly Holleman, Ellis Hughes, Marie McMahan, Holly McPheeters,

Members absent: Becky Hetherington, Maria Jacobson, Alisa Suddeth

Staff present: Philip Cheney, Director; Blair Hinson, Branch Services Librarian

Guests present: Barb Askew, President of the Friends of the Library

Members of the press present: Ray Chandler, *Anderson Independent-Mail*

- I. **Call to Order:** meeting was called to order by Chairman Danny Day at 5:36 p.m.
- II. **Minutes:** Minutes from the January 26, 2015 Board meeting were considered and approved on motion by Holly McPheeters seconded by Ellis Hughes.
- III. **Public Comment:** none.
- IV. **Friends Report:**
Income :
- V. January, 2015: Book sale-- \$976.25 + Sat. sale \$438.85=\$1415.10. Lobby sales--\$162 + \$32 (Seneca) = \$194. Total: \$1609.10

February, 2015: Book sale--\$1046.75. Lobby sale-- \$100.00. Total: \$1146.75 (several snow days)

March, 2015: Book sale--\$997. Lobby sales--\$62 + 54 (Seneca)= \$116.: Total: \$1113

Expenses : Adult Summer Program--\$312; Children's Summer Program--\$281

Let's Talk About It: Our donation of \$50.00 to SC Humanities Council will be matched by an unknown donor. Movie licensing problem solved: Books from Humanities Council, plus PBS versions of *Mansfield Park*, *Rebecca* and *Woman in White*.

READ TO ME: Assembled 100 bags on Mar. 20. Will be ordering 600 books in June for September delivery to begin the 5th year of program. Hopefully, we will be able to choose a new, different book for the babies this fall.

BETTER WORLD BOOKS: Have sent several shipments of books. No revenue yet.

Emily Hitchcock, Ellen Plume and Barb Askew have spent lots of hours this quarter up-dating our By-Laws to reflect the changes & additions to our organization and to better reflect how we operate in 2015. The changes were unanimously approved by the FOL Board at our March 17 meeting. Our next project is to review and update, where necessary, the Constitution, but since any changes to this document requires approval by the entire membership, it will necessitate a meeting in March 2016.

VI. Committee Reports:

- a. **Finance Committee:** No report.
- b. **Policy and Personnel Committee:**
- c. **Building and Grounds Committee:** Director Cheney spoke with Mack Kelly, department head of Oconee County Roads & Bridges. Mr. Moulder located \$18,000 to repave the parking lot at the Westminster Library. It is anticipated that the branch will be closed to the public during the week of April 6-11. The Director also mentioned that roofers have examined the Walhalla Library for re-roofing, and that bids are due by April 2, 2015. Chairman Day recommended closing Westminster Branch during parking lot repaving. A motion was made by Ellis Hughes, seconded by Bill Caster, and passed unanimously. Chairman Day also recommended giving the Director the authority to close the Walhalla Library during re-roofing if at any point he feels there would be a danger to the public. The Director also made Board aware of the County building project at the South Cove County Park. The staff of the Facilities Maintenance department is building the new 3,500 square foot structure, which will function as the headquarters for the Parks, Recreation and Tourism department. Mr. Cheney suggested that the same method of construction might be a possibility for a new South County branch library.
- d. **Community Relations Committee:** Ellis Hughes mentioned that the committee needs to meet to discuss the results of the Board's recent Strategic Planning meeting.
- e. **Capital Projects Committee:** No report.

- VII. Chairman's Report:** Chairman Day reported on the March 19, 2015 meeting with Hal Welch and Jerry Edwards of the *Seneca Journal*. Several Board members and staff met on that date with Mr. Welch and Mr. Edwards to discuss a *Tell Willie* column and the newspaper's support for the library system's expansion. Mr. Edwards offered suggestions about marketing the projects. Chairman Day suggested that the Board should provide all the information that the newspaper needs about the needs and projects of the library, and court the newspaper's support. He asked that all the information that was prepared for the November, 2015 referendum be assembled and given to Mr. Edwards and Mr. Welch, together with usage statistics. Chairman Day stressed that the Board, not the newspaper, will direct the promotion efforts for the new libraries.

- VIII. **Director's Report:** Director Cheney reported that the installation of free Wi-Fi at the Long Creek Community Center and the Mountain Rest Community Club had been completed. He noted that Stacie Powell, Youth Services Librarian, had made a presentation to the Association of Public Library Administrators on Friday, March 20, 2015 about the STEAM Summer Camp funded by an LSTA grant from the State Library. Blair Hinson reported on a recent visit by the staff of the Greenwood County Library to tour the Little Free Libraries in Mountain Rest.
- IX. **OLD BUSINESS:** None.
- X. **NEW BUSINESS:**
- A. **Additions to OCPL Code of Conduct:** staff asked for permission to add offensive personal hygiene violations to the OCPL Code of Conduct, and also to clarify the section dealing with "an older, responsible person," to specify that the age should be at least 16 years of age. Bill Caster made the motion, Ellis Hughes seconded the motion and it passed unanimously.
- B. **Saturday, July 4 closing:** staff asked permission to close on Saturday, July 4, since the official County holiday is Friday, July 3. Ellis Hughes made the motion, which was seconded by Marie McMahan. The motion passed unanimously.
- C. **Staff requested permission to use additional social media to communicate with the public.** Board gave the staff latitude to use social media as needed, subject to the existing social media policy.
- D. **Adoption of the Strategic Plan:** The Director recommended that the Board formally adopt their Strategic Plan created on March 7, 2015. Chairman Day stated that the Board should not only adopt the plan, but also have status reports at each meeting to hold each other accountable. Marie McMahan presented the Board with a schedule to have Board members attend meetings of the County Council, and also to invite the County Council members to Library Board meetings, starting with the May, 2015 meeting. Holly McPheeters moved that the Board adopt the plan. The motion was seconded by Ellis Hughes and passed unanimously. Mr. Day extended official thanks to Janet Danforth and Bob Moir of Facilitators 4 Hire of Westminster, SC for their facilitation of the strategic planning session.
- XI. **Adjournment:** On a motion by Bill Caster the meeting adjourned at 7:15 p.m.

Reported by Blair Hinson, Branch Services Librarian