

OCPL Board of Trustees Meeting

Westminster Library, Westminster, SC—January 25, 2016, 5:30 p.m.

Members Present: Bill Caster; R. Daniel Day, Chairman; Lisa Martin; Holly McPheeters, Secretary; Becky Hetherington; Kelly Holleman; Maria Jacobson; Marie McMahan; Alisa Suddeth, Vice-chair

Members absent: none.

Staff: Philip Cheney, Library Director; Blair Hinson, Branch Services Librarian; Leah Price, Westminster Branch Manager

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

Press in attendance: Ray Chandler, *Anderson Independent*

- I. Call to Order: meeting called to order at 5:30 p.m.
- II. Approval of Minutes: Nov 16, 2015 Board of Trustees meeting. The director suggested a correction to the minutes to read that the Westminster Branch closed December 3rd one hour early rather than for the whole day. A motion to correct the minutes was made by Alisa Suddeth and seconded by Bill Caster. The change passed unanimously. Board then approved the minutes as corrected on a motion by Bill Caster seconded by Marie McMahan by unanimous vote.
- III. Recognition of Guests and Public Comment: None
- IV. Friends' Report:
 - NOVEMBER 2015--Book Sale: \$807.30
 - Lobby (Walhalla): \$90.00
 - DECEMBER 2015--Book Sale: \$894.60
 - Lobby (Walhalla): \$87.00
 - Lobby (Seneca): \$36.00*
 - Christmas Gift Certificate: \$10.00
 - JANUARY 2016--Book Sale: \$974.00
 - Saturday Sale cancelled, due to weather

*Income is not recorded until deposited.

Ms. Askew reported total income from 2015 of \$22,121.24 from sales, dues, and gifts. Friends' board approved new constitution; no annual meeting, and personnel changes (eliminated terms limits); there are 2 new Board members for the Friends: Vickie Hinson for secretary, and Frank Miller as member at large. Book sale area will need to be reorganized. Friends are adding a new category of donor: Golden. Let's Talk About It (LTAI) starts February 29. There will be three books and three movies. The OCPL is the only system in the state to have held a LTAI each fall and spring since the inception. The system will have first dibs on a

new series coming soon. Little Free Library for Long Creek is being built by students at West-Oak, with a ribbon cutting at the end of February.

- V. Committee Reports
 - A. Finance—Marie McMahan: none.
 - B. Policy/Personnel—Danny Day: none.
 - C. Building and Grounds—Bill Caster: Mr. Caster visited the Seneca Library when the new book drop and the new electric doors were installed. Mr. Caster pointed out an article in the *Seneca Journal* about the Seneca Library improvements. The director mentioned that Kyle from Roads & Bridges met with him to come up with plans for a ramp for the Seneca Library.
 - D. Community Relations—Kelly Holleman: none.
 - E. Capital Projects—Alisa Suddeth: mentioned that she reached out to the County Administration about the purchase of a parcel of land, but has not received a response.

- VI. Chairman’s Report: Mr. Day remarked on \$150,000.00 in bond money that county has allocated for library repairs and upgrades. The director distributed a list for the Board to look at. Discussion of the list of priorities ensued. Board will provide a list to county administrator, who will take a prioritized list to County Council. Director and Chair will meet with administrator on January 28, 2016. Chair also mentioned acquisition of a new bookmobile.

- VII. Director’s Report: The director handed out a couple of documents, including a calendar of spring, 2016 meetings and closures. He also handed out a copy of the South Carolina Public Library Annual Report for FY 2015.

- VIII. Old Business
 - a. Bookmobile: Mr. Hinson discussed the final price and submission to County Council of the bid. Chairman Day thanked the members of the committee for their work on deciding which vendor would provide the bookmobile.
 - b. Library Legislative Day, Wednesday, February 10, 2016: The director asked which members would like to go. The group will meet and go to Columbia in the larger county passenger van.

- IX. New Business
 - a. Proposed library budget for FY 2016-2017: Mr. Cheney handed out copies of the proposed library budget for FY 2017. Discussion ensued. Amounts for salaries, fringe, and benefits were not final. The director discussed a couple of increases requested for new electronic services, and more data for mobile uses. Mr. Cheney made mention that this will be the request that goes to the county with Board approval. Chairman Day asked for a motion to approve

the budget. Bill Caster made the motion, and Maria Jacobson seconded the motion. The motion passed unanimously.

- b. Proposal to name the South Carolina Room at the Walhalla Library: Board discussed naming the South Carolina Room for long-time volunteer Ann Rogers. A motion was made by Alisa Suddeth, and seconded by Bill Caster. Motion passed unanimously.
- c. Proposal to offer de-acquisitioned OCPL materials to public school libraries. Discussion of a proposal to offer de-acquisitioned library books to the public school libraries. Chairman Day entertained a motion to move forward. Motion made by Bill Caster, seconded by Marie McMahan and it passed unanimously. Chairman Day assigned Maria Jacobson and Lisa Martin to be liaisons with school media specialists.

- X. Adjournment: Board adjourned at 7:10 p.m. with a motion by Holly McPheeters, seconded by Alisa Suddeth.

Submitted by Blair Hinson, Branch Services Librarian