



**Library Board of Trustees Meeting
Monday, July 25, 2016, 5:30 p.m.**

Walhalla Library, 501 W. South Broad Street, Walhalla, South Carolina

Members present: Danny Day (Chairman), Becky Hetherington, Kelly Holleman, Maria Jacobson, Lisa Martin, Marie McMahan, Holly McPheeters, (Secretary), Alisa Suddeth (Vice-chair)

Members absent: William Caster

Library Staff: Philip Cheney, Library Director; Blair Hinson, Branch Services Librarian; Robena Barton, Technical Services Librarian

Guests: none.

Press in attendance: none.

- I. Call to Order-- Meeting called to order at 5:30 p.m.
- II. Approval of Minutes: From March 28, 2016 meeting. No quorum was present for May 23, 2016, meeting. There being no questions, Chair called for approval, Ms. McMahan made motion, Ms. Hetherington seconded, and minutes were approved.
- III. Public Comment: Limit of (4) minutes per person, 30 minutes total: none.
- IV. Friends Report: FINAL MAY, 2016 INCOME: \$866.20

BOOK SALE: \$659.20
 READ TO ME: 10.00
 LOBBY BOOK SALES (final--Walhalla) 128.00
 SENECA BOOK SALES (April) 63.00
 DEPOSIT CORRECTION: 6.60 (April Sat. Book sale)

JUNE INCOME: \$710.35
 BOOK SALE: 581.35
 DONATIONS: 30.00
 LOBBY BOOK SALE: 39.00
 SENECA BOOK SALES: (May): 60.00

JULY INCOME: (thru July 23): \$2136.00
 BOOK SALE: 1439.00
 DONATIONS: 60.00
 LOBBY BOOK SALES: 124.00 (incomplete)
 SAT BOOK SALE: 427.00 (unconfirmed) + 55.00 IOU (Probable p/u 7/28)
 SENECA BOOK SALES: (June) 86.00

Wish Lists for staff requests from Friends' funds were approved at July 19 Friends' Board meeting. Ms. Askew detailed requests from each branch and whether they were approved. Discussion ensued.

Ms. Askew is resigning as Friends' President. It will take effect when she is able to wrap up personal details in the area. Ellen Plumpe and Nancy Woods will take over as co-presidents.

V. Committee Reports

A. Finance – Marie McMahan—none.

B. Policy/Personnel – Danny Day—none. Policy approval question delayed until “old business.”

C. Building and Grounds – Bill Caster—none. A brief slide show was shown to the Board members about recent repairs and upgrades done to the libraries. Discussion ensued.

D. Community Relations – Kelly Holleman—none.

E. Capital Projects – Alisa Suddeth—none.

VI. Chairman's Report: Danny Day—Chair reported on trust fund left by Sara Mills Norton for the Walhalla Library. The fund amounts to about \$100,000.00 at this time, according to the Director. Chair offered to make copies of the trust documentation for the Board members, and felt it was the appropriate time to inform them, especially with some newer members, that this trust fund still existed. Discussion ensued.

VII. Director's Report—Director made copies of the FY 17 State Aid report for the Board. Discussion ensued about how State Aid will be allocated. Director noted that the library courier position was made full time by the County. Director asked the Board to approve the FY 17 State Aid report. Chair sought a motion to approve state aid report, Ms. McPheeters moved, Ms. Holleman seconded. Board approved unanimously. Director also distributed a spreadsheet detailing completed library repairs and the amounts spent so far. Discussion ensued. Director noted that SCAPLA (SC Association of Public Library Administrators) is going to ask the Legislature for \$2.00 per capita in FY 18, and unclaimed lottery funds from the state budget.

VIII. Old Business

A. Status of building improvements—discussed earlier in meeting.

B. Humanities grant update—Director reported about the Saturday, July 23, program at the Oconee Heritage Center, which is the last in the series. All that is left in this grant cycle is the reporting.

C. Technology Plan—Director reported on the library's technology plan submitted to the South Carolina State Library. Discussion ensued.

IX. New Business

A. Proposed Library policy revisions: Material Selection Policy—Robena Barton reported on updated materials selection policy. She noted that the main purpose for this revision was that the library cannot count on vendors to vet materials as they are carrying more self-published, print-on-demand, and even plagiarized materials. Discussion ensued. A motion was made by Ms. Suddeth, seconded by Ms. Jacobson. Motion passed unanimously.

B. Proposed contact with newly-elected County Council members—Chair and Director reported that it would be prudent to speak to newly-elected County Council members, even before they are officially sworn in on January 1st, 2017, and invite them to Board meetings or to tour the libraries. Chair asked Director to contact councilmen and invite them to future meetings.

X. Adjournment—meeting adjourned at 7:00 p.m.
Reported by Blair Hinson, Branch Services Librarian