



Minutes

Ocone County Public Library Board of Trustees meeting

Monday, July 23, 2018, 5:30 p.m.
Walhalla Library, 501 W S Broad St, Walhalla, SC 29691

Members present: Alisa Suddeth, Chairman; Bill Caster, Vice Chairman; Lisa Martin, secretary; Kelly Holleman; Marie McMahan

Members absent: Beverley Brackett, Allison Griffin, Maria Jacobson, Chanda Morrison

Guests/staff: Blair Hinson, Library Director; Kayla Hamilton, Youth Services Librarian; Quientell Walker, Walhalla Branch Manager; Phil Bergen, Technical Services Librarian; Rebecca David, Walhalla circulation assistant

Press: none.

- I. Call to Order at 5:30 p.m.
- II. Approval of minutes: meeting of Monday, May 21, 2018; motion by M. McMahan, seconded by K. Holleman, minutes approved.
- III. Public Comment: Limit of (4) minutes per person, 30 minutes total: none.
- IV. Friends' Report: no one from the Friends was present, but the Director delivered a brief report about the Used Book Sales and Friends' income for the first six months of calendar year 2018. The Friends made \$10,049.70 in the period January, 2018 to June, 2018, of which the library receives half as a direct payment. There was discussion of the Little Free Libraries the Friends maintain, and the Read to Me program, which the Friends may eliminate or revamp depending on available funds and input from their Board.
- V. Committee Reports
 - A. Finance: none.
 - B. Policy/Personnel: none.
 - C. Building and Grounds: none.

D. Community Relations: none.

E. Capital Projects: none.

VI. Chairman's Report: Chairman solicited input from other Board members for the director's annual performance evaluation. There was no other report.

VII. Director's Report: Director introduced new staff members to the Board—Phil Bergen, Technical Services Librarian, and Kayla Hamilton, Youth Services Librarian. There was brief discussion of the remaining Summer Reading programs. The director also discussed the progress with the library now taking credit cards for fines and fees. There was also a brief discussion with Quientell Walker, Walhalla Branch Manager, about participating in the committee working to bring electric bus service to Walhalla, and that the library could potentially have a bus stop.

VIII. Old Business

A. Strategic Plan Update: the staff is working to determine what questions to put on a survey for the public, and what the final goals and objectives will be that come from the service responses that have already been identified. The survey should be completed by September 1, 2018, and the staff will assemble a final plan that the Board can discuss and vote on at the September 24, 2018, Board meeting.

B. New staff parking lot in Walhalla: the surveying is complete and Floyd & Davis, the engineering firm employed by the County, is currently completing permitting and other work before construction can proceed.

IX. New Business

A. Allowing patrons with more than \$5 fine limit to use computers: The director made sure to note that this exception would only apply to using the library's computers and that the block against checking out materials or using OverDrive for users with fines over the \$5 maximum would remain. K. Holleman motioned to accept, and B. Caster seconded. Motion passed unanimously.

B. Allow Westminster Branch to close early on Friday, September 7, for the Apple Festival parade: motion made by B. Caster, and seconded by K. Holleman. There was no discussion and the motion passed unanimously.

C. Allowing limited food and drink in certain areas of the library: There was discussion about exceptions like the Ann Rogers Room at the Walhalla Library, and what types of food and drink would be allowed. It was agreed that snacks and drinks with lids would be allowed. Motion made by K. Holleman to allow food and drink in some areas of the libraries, and

seconded by B. Caster. Motion passed unanimously.

D. Changing fine limit on DVDs to \$0.50 per day from \$1.00 per day, with a \$3.00 maximum: There was discussion that the staff has wanted this as a way to reduce friction points with users, and that it also was again brought up in the discussions of the library's strategic plan. Motion made to accept by M. McMahan, and seconded by L. Martin. Motion passed unanimously.

X. Adjourn: meeting adjourned at 6:27 p.m.

Reported by Quientell Walker.