



Minutes

Ocone County Public Library Board of Trustees meeting

Monday, September 24, 2018, 5:30 p.m.
Seneca Library, 300 E. South 2nd Street, Seneca, SC 29678

Members present: Alisa Suddeth, Chairman; Beverley Brackett; Bill Caster, Vice Chairman; Allison Griffin; Lisa Martin, secretary; Marie McMahan; Chanda Morrison

Members absent: Kelly Holleman; Maria Jacobson

Guests/staff: Blair Hinson, Library Director; Quientell Walker, Walhalla Branch Manager; Jean Mercer, President of the Friends of the Library

Press: none.

- I. Call to Order at 5:30 p.m.
- II. Approval of minutes: meeting of Monday, July 23, 2018; motion by L. Martin, seconded by A. Griffin, minutes approved.
- III. Public Comment: Limit of (4) minutes per person, 30 minutes total: none.
- IV. Friends' Report: Jean Mercer reported that the Friends are reexamining their programs with an eye towards better fulfilling their mission of directly supporting the library. She noted that the "Read to Me" initiative that the Friends have undertaken for a few years now has cost them around \$18,000, but has not resulted in many new mothers returning the library card applications or really giving any feedback regarding the effectiveness of the program. The Friends' book sales numbers were not available in the meeting, but are added here as an addendum:

July, 2018: Sale—\$1257.50; Saturday Sale—\$611.15; Lobby Sales—\$88.00; Seneca Lobby--\$51.00

August: \$1082.75; Lobby Sales--\$284.00; Seneca Lobby--\$36.00

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: Chair mentioned the income from recent months for the Sarah Mills Norton fund.

VII. Director's Report: Director informed the Board about recent outreach efforts by Quientell Walker and Janice Lovinggood, and the upcoming Biblioteca 101 program for Spanish-speaking patrons and potential patrons to learn to use the library. Director also made the Board aware of some of the new Story Time and STEM Story Time programs started by Kayla Hamilton, Youth Services Librarian. Director also mentioned the upcoming in-service staff training in October.

VIII. Old Business

- A. Strategic Plan Update: the Board was presented a one-page version of the Strategic Plan for the library for 2018-2020. After some discussion and a request for a multi-page version outlining the process by which the library reached the final plan (which the Director will provide by email to members), the Board approved the plan. Motion to approve made by M. McMahan, seconded by B. Brackett; approved unanimously.
- B. New staff parking lot in Walhalla: the Director reported to the Board that surveying, permitting and other work is now complete, and the next steps are removing several trees from the site, and then grading and installation of gravel, which will hopefully take place before the end of calendar year 2018. No action was taken by the Board.

IX. New Business

- A. Presentation of ideas for new library logo and branding: The Director informed the Board that Libby Imbody of Walhalla Art Works had been contracted to design a new logo and branding for the library to coincide with the new strategic plan, and with the library's 70th anniversary. There was no sample for the Board to see at this time, but the Director will send out samples at a later time. No action was taken by the Board.
- B. Customer appreciation week for 70th anniversary: The library staff would like to celebrate the 70th anniversary of the OCPL with a customer appreciation week, which will allow patrons to receive a free replacement library card if needed (waiving the normal \$2.00 charge). Also there will be a

“Clean Slate” promotion, which will allow users with fines, AND lost or damaged items on their record from 5 years ago or further, to clear their records and be in good standing again. The Board discussed and passed this customer appreciation week. Motion made by B. Brackett, and seconded by B. Caster. The Board approved unanimously.

X. Adjourn: meeting adjourned at 7:05 p.m.

Reported by Quientell Walker.