

Lexington County Library Board Meeting
Lexington Main Library
October 28, 2019
10:30 A.M.

Minutes

The Lexington County Library Board held its regular October meeting on Monday, October 28, 2019, at 10:30 A.M. at the Lexington Main Library.

Members attending:	Mrs. Griffith	Mr. Duke
	Mr. Jones	Mrs. Spires
	Mrs. McClintic	Mrs. Romans

Also attending the meeting:

- Kelly Poole, Director
- Michelle Williams, Deputy Director
- Jennifer Steele, Administrative Assistant
- Wendy Groscost, Executive Assistant
- David Fellows, Past Board Member

Vice Chair Spires facilitated the meeting.

Mrs. McClintic gave the Invocation.

Director Poole welcomed new Board members, Linda Griffith and Vachel Jones.

Vice Chair Spires asked if there were any additions or corrections to the September 30, 2019, Meeting Minutes. There were none. Vice Chair Spires asked for a motion to approve the minutes. Mrs. McClintic made the motion. Mr. Duke seconded. All in favor.

In Favor:	Mrs. Spires	Mr. Duke
	Mr. Jones	Mrs. Griffith
	Mrs. McClintic	Mrs. Romans

Vice Chair Spires asked if there was a Chairman's Report. There was none.

Vice Chair Spires asked if there were any Committee Reports:

Facilities Chair Mr. Duke shared his observations from the site visit to the Chapin branch, and inquired about the next steps to be taken in the budgeting process for the next fiscal year.

Director Poole gave an overview of the functions of the Library Board, the Board committees, and fiscal year budget information. She encouraged the Board members to join the Friends of the Library. The committees consist of the following:

- Finance Committee – This committee is the longest-standing continuing committee, and reviews the annual budget before the January Library Board meeting. The annual budget is by Fiscal Year from 7/1 to 6/30. It consists of Local Funding, State Aid, Fines & Fees, and Fund Balance. The Library has its own millage on the county property tax bills. It has been 15 years since there has been a millage increase.
- By-Laws Committee – This committee reviews the By-Laws and staff-suggested policy updates on a regular basis. (Name may need to be changed to By-Laws and Policies Committee)
- Long Range Planning Committee – This committee plans for the Library as a whole to ensure that the needs of the community are met in conjunction with the growth of the community. Helps to develop the new Strategic Plan. It was mentioned that flexibility needed to be considered for the new Strategic Plan to account for the 2020 census.
- Facilities Committee – This committee reviews the capital requests for each branch.

Director Poole gave the Director’s Report and shared the Bank Reconciliation Report for September 2019.

Vice Chair Spires asked if there was any Unfinished Business. There was none.

Vice Chair Spires asked if there was any New Business.

Director Poole asked the Board to approve a policy revision to Library Policy C 10.5 – Circulation Periods, Limits, and Renewals – to remove the limit on the number of times per year patrons could check out items without their Library card. The update to the policy would delete the phrase “three times during a calendar year” under Regulation B. Mr. Duke made the motion. Mrs. McClintic seconded. All in favor.

In Favor:	Mrs. Spires	Mr. Duke
	Mr. Jones	Mrs. Griffith
	Mrs. McClintic	Mrs. Romans

Vice Chair Spires asked for the motion to adjourn. Mrs. McClintic made the motion. Mr. Duke seconded. All in favor.

In Favor:	Mrs. Spires	Mr. Duke
	Mr. Jones	Mrs. Griffith
	Mrs. McClintic	Mrs. Romans

Next Meeting will be 10:30 am on November 25, 2019.