

MINUTES
Lexington County Library Board Meeting
Lexington Main Library
January 27, 2020

The Lexington County Library Board held its regularly scheduled meeting on Monday, January 27, 2020, in the Lexington Main Library beginning at 3:30 p.m. Director Kelly Poole presided.

Mrs. Joyce Romans gave the Invocation.

Members Attending: Mrs. Linda Griffith Mr. George Duke
 Mr. Vachel Jones Mr. Bill Jones
 Mrs. Mary Ann McClintic Mrs. Joyce Romans
 Mrs. Louise Riley Mrs. Cherise Arrendale
 Mrs. Stephanie Sturkie

Also attending: Kelly Poole, Director; Michelle Williams, Deputy Director; Amber Conger, Deputy Director; Wendy Groscoat, Executive Assistant; and Jennifer Steele, Administrative Assistant.

In accordance with the Freedom of Information Act, a copy of the agenda was posted on the County's website, and posted in the lobby of the Lexington Main Library.

Mrs. Linda Griffith recommended that Director Poole facilitate the meeting due to the vacancy of the Board Chairman position.

Special Recognition - Director Poole welcomed new Board member, Mr. Bill Jones.

Approval of Minutes – Meeting of November 25, 2019 - Mr. George Duke moved to approve minutes as submitted, seconded by Mrs. Mary Ann McClintic.

Director Poole asked if there were any additions or corrections to the November 25, 2019, meeting minutes. There were none.

Director Poole called for the vote.

In Favor: Mrs. Linda Griffith Mr. Vachel Jones
 Mr. Bill Jones Mrs. Mary Ann McClintic
 Mrs. Joyce Romans Mrs. Louise Riley
 Mrs. Cherise Arrendale Mr. George Duke

Abstain: Mrs. Stephanie Sturkie

Committee Reports:

Finance Committee – Mrs. Louise Riley reported that the Finance Committee met on January 23, 2020, and approved the FY21 Budget request as presented.

Director Poole asked if there were any additions or corrections to the January 23, 2020, Finance Committee Meeting Minutes. Mr. George Duke moved to approve the minutes, seconded by Mrs. Stephanie Sturkie.

In Favor:	Mrs. Linda Griffith	Mr. George Duke
	Mrs. Louise Riley	Mrs. Stephanie Sturkie

Policy and By-Law Committee - Director Poole gave a status update that the staff-led changes to the Code of Conduct Policy and the Progressive Discipline Policy were almost complete. The changes include an increase in the age limit of unattended children, a review of the food/drink policy, and a policy on the use of videotape and photography.

Mrs. Louise Riley and Mrs. Linda Griffith spoke about their experiences with using the downstairs meeting rooms at Lexington Main. Mr. George Duke talked about the use of security cameras at the branches, and the need for guidelines regarding who can review the recordings.

Facilities Committee - Director Poole spoke about the potential projects for the Facilities Committee to review. Lexington County Public Works provided a possible plan for the Chapin branch to expand its parking lot. Parking lot expansion for Lexington Main was also mentioned.

Strategic Plan Committee - Director Poole provided an overview of the goals achieved for the current Strategic Plan (2017-2020).

New Business:

Budget FY 2020-21 - Director Poole gave an overview of the proposed FY 2020-21 annual budget presented to the Finance Committee on January 23, 2020. She reviewed the proposed budget for Local Funds, State Funds, and Library Escrow. Director Poole presented the Library Budget Overview for the Local Budget – to include local revenue, anticipated and projected revenue, new programs and local contingency, and South Carolina State Aid to Public Libraries – to include SC State Aid Revenue and Appropriations, and Escrow funds. Also presented were the Key Changes in FY 2021 and a Budget Request Summarization that includes additions for line items in Technology, Services & Operations, Facilities, Vehicles, and Staffing

Director Poole requested a motion to recommend the FY 2020-21 annual budget to County Council. Mrs. Linda Griffith made the motion, seconded by Mr. George Duke.

In Favor:	Mrs. Linda Griffith	Mr. George Duke
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Mary Ann McClintic	Mrs. Joyce Romans

Mrs. Louise Riley
Mrs. Stephanie Sturkie

Mrs. Cherise Arrendale

Election of Officers - Director Kelly Poole asked the Board to vote to elect a new Chair and Vice-Chair. Ballots were provided for each member to write in their vote for each office. After the votes were counted, Mrs. Mary Ann McClintic was elected as the Library Board Chair, and Mrs. Louise Riley was elected as the Library Board Vice-Chair.

Adjournment - Mrs. Linda Griffith moved to adjourn, seconded by Mrs. Stephanie Sturkie.

In Favor:	Mrs. Linda Griffith	Mr. George Duke
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Mary Ann McClintic	Mrs. Joyce Romans
	Mrs. Louise Riley	Mrs. Cherise Arrendale
	Mrs. Stephanie Sturkie	

There being no further business, the meeting adjourned at approximately 5:30 p.m.

Next Meeting will be 10:30 a.m. on February 24, 2020.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director