

MINUTES
Lexington County Library Board Meeting
August 31, 2020
3:30 p.m.

The Lexington County Library Board held its regularly scheduled meeting on Monday, August 31, 2020 in the Lexington Main Library beginning at 3:30 p.m. Chairman Mary Ann McClintic presided.

Mrs. Cherise Arrendale gave the Invocation.

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

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

In accordance with the Freedom of Information Act, a copy of the agenda was posted on the Library’s website and on the front door of the Lexington Main Library.

Amendment to Agenda

Since the 2020 Staff Education Day was cancelled due to COVID, the Board is requested to vote in order to update the status of September 25, 2020 as a regular workday for staff. Mrs. Linda Griffith made a motion to vote to amend the August 31, 2020 agenda under New Business, seconded by Mrs. Stephanie Sturkie.

Chair Mary Ann McClintic called for the vote.

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

Approval of Minutes – Meeting of July 27, 2020

Chair Mary Ann McClintic asked if there were any additions or corrections to the July 27, 2020 meeting minutes. There were none. Mrs. Linda Griffith moved to approve July 27, 2020 minutes, seconded by Mr. Bill Jones.

Chair Mary Ann McClintic called for the vote.

In Favor: Mrs. Mary Ann McClintic Mrs. Linda Griffith
 Mr. Vachel Jones Mr. Bill Jones

Mrs. Joyce Romans
Mrs. Cherise Arrendale
Mr. George Duke

Mrs. Louise Riley
Mrs. Stephanie Sturkie

Chairman’s Report – Chair Mary Ann McClintic wanted to express the Board’s condolences to Mrs. Joyce Romans on the loss of her husband.

Committee Reports – Chair Mary Ann McClintic asked if there were any Committee Reports. There was none.

Director’s Report – Director Poole gave the Director’s Report and shared the Bank Reconciliation Report for July 2020.

Unfinished Business – Chair Mary Ann McClintic asked if there was any unfinished business. There was none.

New Business – Chair Mary Ann McClintic asked if there was any new business. Director Poole discussed the Progressive Disciplinary Policy update, the Temporary Policies and Service Changes. The update to the agenda regarding Staff Education Day was added to New Business.

- **Progressive Disciplinary Policy Update**

- After the updates to the Code of Conduct Policy were approved by the Board at the July 27, 2020 meeting, the wording of the Progressive Disciplinary Policy was updated to reflect those changes. Director Poole reviewed the updates that were made. Mrs. Linda Griffith moved to approve the Progressive Disciplinary Policy, seconded by Mrs. Stephanie Sturkie.

Chair Mary Ann McClintic called for the vote.

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

- **Temporary Policies**

- The following policies are temporarily in place during the COVID-19 pandemic for the benefit and safety of patrons and staff.
 1. Patrons over 2 years of age must wear a mask unless there is a medical reason or religious belief that prevents them from doing so. To be reviewed at the January 2021 Board meeting.
 2. Patrons and visitors will use the thermometer kiosk to have their temperature taken upon entering the Library. Those with a temperature over 100° will not be allowed into the Library. To be reviewed at the January 2021 Board meeting.
 3. Suspend overdue fines through October 31, 2020.

4. 10 free copies/prints per patron per day through September 30, 2020.

Mr. Bill Jones moved to approve the Temporary Policies (1-4) with the caveat that the policies will be reviewed by the Board at the January 2021 Board meeting. Seconded by Mr. George Duke.

Chair Mary Ann McClintic called for the vote.

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

- **Service Changes**

- The following service changes are temporarily in place during the COVID-19 pandemic for the benefit and safety of patrons and staff.
 1. Suspend collection agency activity through January 1, 2021.
 2. Suspend meeting room use not related to Library services through January 1, 2021.
 3. Adjusted schedules for all branches through January 1, 2021.

Mrs. Louise Riley moved to approve the Service Changes (1-3), seconded by Mr. Vachel Jones.

Chair Mary Ann McClintic called for the vote.

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

Opposed: Mr. Bill Jones (He felt that the service changes should be left to the discretion of the Library Director.)

- **Staff Education Day**

- Since the 2020 Staff Education Day was cancelled due to COVID-19, the Board is requested to vote to update the status of September 25, 2020 as a regular workday for staff. Mrs. Stephanie Sturkie moved to approve the updated schedule, seconded by Mr. Bill Jones.

Chair Mary Ann McClintic called for the vote.

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

Adjournment – Mr. George Duke moved to adjourn, seconded by Mrs. Louise Riley.

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

There being no further business, the meeting adjourned at approximately 4:38 p.m.

Next Meeting will be 3:30 p.m. on September 28, 2020.

Respectfully submitted,
Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director