

**MINUTES**  
**Lexington County Library Board Meeting**  
**Lexington Main Library**  
**November 27, 2023**  
**3:30 PM**

The Lexington County Library Board held its regularly scheduled meeting on Monday, November 27, 2023 in the Lexington Main Library beginning at 3:30 PM. Chair Linda Griffith presided.

Mr. Vachel Jones gave the Invocation.

Members Attending:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

Members Absent: Mrs. Cherise Arrendale (Work Conflict)

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; Wendy Groscost, Executive Assistant and patron Sam Scott

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

**Adoption of Agenda – Board Meeting on November 27, 2023**

Chair Linda Griffith asked for a motion to adopt the agenda. Mrs. Stephanie Sturkie made a motion to adopt the October 30, 2023, agenda, seconded by Mr. Bill Jones.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

**Approval of Minutes – Board Meeting on October 30, 2023**

Chair Linda Griffith asked if there were any additions or corrections to the October 30, 2023, meeting minutes. Mr. George Duke made a motion to accept the October 30, 2023, as amended, seconded by Mr. Bill Jones.

Chair Linda Griffith called for the vote.

In Favor:                      Mrs. Linda Griffith                      Mrs. Tiffany Lastinger  
   Mrs. Mary Ann McClintic              Mr. Vachel Jones  
   Mr. Bill Jones                              Mr. George Duke  
   Dr. Renita Irving

Abstained:                      Mrs. Stephanie Sturkie

### **Chairman’s Report**

Chair Linda Griffith presented a plaque from the Library Board in recognition of Mary Ann McClintic’s years of service to the LCPL Board.

**Announcements** – there were none.

**Committee Reports** – Chair Linda Griffith asked if there were any Committee Reports.

- **Finance Committee** (Mrs. Stephanie Sturkie) – Propose Finance Committee meeting date of January 24, 2024.
- **By-Laws and Library Policies Committee** (Mr. George Duke) – Committee Chair Mr. George Duke replied that Committee updates will be reported in New Business.
- **Long-Range Planning/Advocacy Committee** (Mr. Bill Jones) – Committee Chair Bill Jones stressed the importance to let County Council know the facility needs of the library branches, and make them aware of the need to plan for expansion.
- **Facilities/Branch Committee** (Mr. Bill Jones) – There was none.

**Director’s Report** – Director Poole gave the Director’s Report and shared the Bank Reconciliation Report for October 2023.

Director Poole updated the Board on the upcoming budget process and reviewed some of the potential items that may be requested for the next fiscal year, and included a partial list of budget items requested by branch. She also informed the board that the State Library will be requesting \$3.00/capita for the next fiscal year.

Deputy Director Amber Conger highlighted the Community Garden Dedication ceremony on November 29, 2023, at the Gaston Branch. The garden was made possible through a partnership with Brookland-Lakeview Empowerment Center and with a five year grant to oversee 10 raised beds at the Gaston branch library. Patrons are invited to use the garden to plant, harvest and eat organic vegetables.

Deputy Director Michelle Williams updated the Board that the library plans to reinstate a mentorship program to foster professional growth and organizational awareness for staff. It will allow for professional relationship building among staff, a stronger understanding of library culture, and a means for staff to share their knowledge and expertise with those newer to the system and/or their position. She

also highlighted the Educational Incentive opportunity provided by the County. This will provide employees to earn a 2% increase to their salary by completing a Certificate of Library Science course through the University of South Carolina. Employees are required to pay for the course themselves. Classes run June through December 2024.

**Unfinished Business** – Chair Linda Griffith asked if there was any Unfinished Business. There was none.

**New Business** – Chair Linda Griffith asked if there was any New Business.

**Policy Update C 10.2 – Determine Eligibility for a Library Card**

Director Poole reviewed with the Board the update to this policy pertains to the additional consideration needed to add potential restrictions to children’s library cards for ages 12 and younger to block them from checking out adult fiction material. Director Poole used examples from several library systems on how to best accommodate this restriction. Mr. George Duke made a motion to postpone a vote today and move this to Unfinished Business at the next Board meeting on January 29, seconded by Mr. Vachel Jones.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

**2024 Library Board Meeting Schedule**

Director Poole presented the proposed 2024 Library Board Meeting Schedule for the Board’s approval. Mrs. Stephanie Sturkie made a motion to accept the proposed 2024 Library Board Meeting Schedule as written, seconded by Mr. Bill Jones.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

**Closure – Staff Education Day on October 4, 2024**

Director Kelly Poole asked the Board to approve closing all branches of the Library on Friday, October 4, 2024, for Staff Education Day. Mr. Bill Jones moved to approve the Library closure on October 4, 2024, seconded by Dr. Renita Irving.

Chair Linda Griffith called for the vote.

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

Mr. Bill Jones  
Dr. Renita Irving

Mr. George Duke  
Mrs. Stephanie Sturkie

### **Election of Library Board Officers for 2024**

Mr. George Duke made a motion to re-elect Mrs. Linda Griffith for the position of Chair, and Mr. Bill Jones for the position of Vice Chair, seconded by Mr. Vachel Jones.

Election of Library Board Officers for

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

### **Hours of Operation**

Director Poole requested Board approval for changes to small and medium branches of operation beginning in May 2024.

Mr. George Duke made a motion to approve the updated hours of operation for small and medium branches as presented, seconded by Mr. Bill Jones.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

### **Educational Segment**

Director Poole requested that the Educational Segment be moved to a later date because the presenter was unable to attend today's meeting. Mr. Bill Jones made a motion to table the Education Segment until a later date, seconded by Mrs. Mary Ann McClintic.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Mary Ann McClintic	Mr. Vachel Jones
	Mr. Bill Jones	Mr. George Duke
	Dr. Renita Irving	Mrs. Stephanie Sturkie

**Adjournment** – Mr. George Duke moved to adjourn, seconded by Mr. Vachel Jones.

Chair Linda Griffith called for the vote.

In Favor:

Mrs. Linda Griffith  
Mrs. Mary Ann McClintic  
Mr. Bill Jones  
Dr. Renita Irving

Mrs. Tiffany Lastinger  
Mr. Vachel Jones  
Mr. George Duke

There being no further business, the meeting adjourned at approximately 5:20 PM.

Next meeting will be 3:30 PM on January 29, 2024.

Respectfully submitted,

Wendy D. Groscost  
Executive Assistant

Kelly R. Poole  
Director