

MINUTES
(Amended: 5/24/2021)
Lexington County Library Board Meeting
Lexington Main Library
April 26, 2021
3:30 p.m.

The Lexington County Library Board held its regularly scheduled meeting on Monday, April 26, 2021 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 Mr. George Duke
 Mr. Bill Jones Mr. Vachel Jones
 Mrs. Joyce Romans Mrs. Linda Griffith
 Mrs. Stephanie Sturkie Mrs. Cherise Arrendale (remotely)

Members Absent: Mrs. Susie Hendrix – Prior commitment

Also in attendance: Kelly Poole, Director; Amber Conger, Deputy Director; Wendy Groscost, Executive Assistant; 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 in the lobby of the Lexington Main Library.

AARP Recognition

Matt Steinmetz, patron training and technical coordinator, introduced to the Board AARP volunteers that facilitated the Tax-Aide Service for the Library. Mitch Williams, Site Leader for the Lexington Main Library, had the overall responsibility for the Lexington site; April Rice helped to coordinate appointments for the AARP sessions at LML and Jodie Flickinger volunteered at the Irmo branch library. Not present were Stacy Smith, site Coordinator for the Irmo Branch Library, and Jim Goens, District Coordinator for the AARP Foundation Tax-Aide service.

Last year AARP Foundation Tax-Aide services had to shut down during the tax preparation period. As a result, there was a demand for this service this year. In preparing for the tax season this year, the Tax-Aide program was forced to be flexible in response to how COVID was spreading and changing. Much of their training moved to a virtual environment and the process for how to accept and process returns was continually under evaluation. As tax season arrived, the program was able to settle on an intake process that took volunteer and user safety into consideration including Plexiglas barriers, regular sanitization of

work areas, social distancing, and minimal contact during tax preparation. As a result of their hard work, the Tax-Aide program was able to provide free tax preparation assistance for mostly lower income citizens.

Some numbers to highlight:

- 444 returns in 2021 at LML & 140+ returns in 2021 at Irmo = Total of 584+ returns
- At LML 82% of tax payers were 60 or older
- The average AGI was \$35,600
- The average federal refund was \$1,263
- 28% has no taxable state income
- Most returns prepared were for low to moderate income seniors

Mr. Steinmetz let the Board know that the need for this service each year highly sought after. The Library Board recognized the volunteers, and the AARP Foundation Tax-Aide program, for providing this service for the citizens of Lexington County and presented them with certificates of recognition to say “Thank you” for all of their hard work this season.

Approval of Minutes – Meeting of March 29, 2021

Chair Mary Ann McClintic asked if there were any additions or corrections to the March 29, 2021 meeting minutes. There were none. Mr. George Duke moved to approve the March 29, 2021 minutes as amended, seconded by Mrs. Stephanie Sturkie.

Chair Mary Ann McClintic called for the vote.

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

Abstained: Mrs. Cherise Arrendale

Chairman’s Report –There was none. Chair Mary Ann McClintic reminded the Board that the May meeting will be held earlier in the month on May 24, 2021, due to Memorial Day.

Committee Reports – Chair Mary Ann McClintic asked if there were any Committee Reports.

- **Bylaws Committee Meeting** – Mr. George Duke reported that the By-Laws Committee met prior to the Board Meeting on April 26, 2021, to review the outline of the new Donation Policy that the staff committee is working toward.
- **Long Range Planning/Advocacy Committee Meeting** – Mr. Bill Jones reported that the Long Range Planning/Advocacy Committee met prior to the Board Meeting on April 26, 2021, to provide guidance for the next stage of the Strategic Planning process.

Director Poole reported that the Batesburg-Leesville branch requested that they would like to honor former Board member, Mrs. Louise Riley’s, passing with a bench instead of a tree. The purchase of the bench can be made using donations from the Board and Library staff, supplemented with budgetary

funds. The County Building Services Department will install and anchor the bench. A plaque may be added at a later date.

Director's Report – Director Poole gave the Director's Report and shared the Bank Reconciliation Reports for April 2021.

Director Poole shared with the Board that Library Leadership is reviewing the outline for Equity, Diversity and Inclusivity (EDI) training for staff and the Library Board to ensure that policy and procedures continue to be fair and equitable.

Director Poole discussed that the Library is in partnership with SC First Steps, a program for children ages 6 and under designed to close the gap on student's preparedness for success in school.

Director Poole gave an overview of the Bank Reconciliation Report in the Financial Update, and provided context to lost fine revenue. The State Senate Finance Committee approved lottery funds for FY22. Now is a good time for the Board members to talk to their legislators and reach out for their support of budget House Bill 4100.

Deputy Director Amber Conger updated the Board on Summer Reading Program planning and programs. Staff is in full swing planning for the summer, recording programs to allow for continued virtual programming while also planning programs to integrate more in-person events at the Library. The Summer Reading Program begins with an event held on June 4 at the Icehouse Amphitheater in Lexington featuring Columbia Children's Theater's rendition of Mo Willems' *Naked Mole Rat Gets Dressed*. Author talks will be held online, including Chef Jeff Henderson, TV personality from *Top Chef*, on June 1 for adults; and Jerry Craft, author of the 2020 Newberry Medal award winning book, *New Kid*, on June 16 for youth.

Unfinished Business – Chair Mary Ann McClintic asked if there was any Unfinished Business.

Director Poole recommended to the Board to set a goal for the Library Board meetings to be held in-person beginning with the next meeting scheduled for June 28, 2021.

New Business – Chair Mary Ann McClintic asked if there was any New Business.

Temporary Policy & Service Changes (No. A 5)

- Director Poole presented two policy extensions through June 30, 2021. These policy extensions will be reevaluated at the June 28, 2021 Board meeting.
 - Temporary Policy Changes regarding masks and thermometers
 - No end date at this time. The Library will continue to follow County guidance for consistency.
 - Temporary Service Changes regarding Overdue Fines and Meeting Room Usage
 - Suspend overdue fines through June 30, 2021.
 - Suspend use of Library meeting rooms through June 30, 2021.

Mrs. Stephanie Sturkie moved to approve the Temporary Policies as presented, seconded by Mr. Bill Jones.

Chair Mary Ann McClintic called for the vote.

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

Library Closures

- The Library follows Lexington County’s holiday closing schedule, which does not include Saturdays and Sundays. Director Poole made the request that the Library close on Sunday, July 4, 2021. These closures would not be paid holidays, so staff that would normally be scheduled to work on that day would need to make up the hours during the week prior or make adjustments to utilize annual leave. Mr. Bill Jones moved to approve the July 4, 2021 closure of the Library, seconded by Mr. Vachel Jones.

Chair Mary Ann McClintic called for the vote.

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

- Director Kelly Poole asked the Board to approve closing all branches of the Library on Thursday, September 23, 2021, for Staff Education Day. Mrs. Stephanie Sturkie moved to approve the Library closure on September 23, 2021, for Staff Education Day, seconded by Mrs. Linda Griffith.

Chair Mary Ann McClintic called for the vote.

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

Adjournment - Mrs. Stephanie Sturkie moved to adjourn, seconded by Mrs. Mary Ann McClintic.

Chair Mary Ann McClintic called for the vote.

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

There being no further business, the meeting adjourned at approximately 4:36 p.m.

Next Meeting will be 3:30 p.m. on May 24, 2021.

Respectfully submitted,

Wendy D. Grosco
Executive Assistant

Kelly R. Poole
Director