

MINUTES
Lexington County Library Board Meeting
Lexington Main Library
July 26, 2021
10:30 AM

The Lexington County Library Board held its regularly scheduled meeting on Monday, July 26, 2021 in the Lexington Main Library beginning at 10:30 AM. Chairman Mary Ann McClintic presided.

Mrs. Joyce Romans gave the Invocation.

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

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director; Amber Conger, Deputy Director; Wendy Groscost, Executive Assistant; Jennifer Smith, Youth Services Coordinator; Tammie Harris, Systems Librarian; and Sam Jones, son of Mr. Bill Jones.

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.

Approval of Minutes – Meeting of June 28, 2021

Chair Mary Ann McClintic asked if there were any additions or corrections to the June 28, 2021 meeting minutes. Mrs. Cherise Arrendale made a motion to update the minutes on page 3, under Strategic Planning, to reflect that she and Director Poole were tasked with streamlining values, not goals. Mrs. Linda Griffith moved to approve the June 28, 2021 minutes as amended, seconded by Mr. Bill Jones.

Chair Mary Ann McClintic called for the vote.

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

Abstained: Mrs. Stephanie Sturkie

Director Poole introduced staff members Tami Harris, Systems Librarian, and Jennifer Smith, Youth Services Coordinator, to the Board and gave a brief overview of each of their respective duties.

Chairman's Report –Chair Mary Ann McClintic thanked Director Poole for continuing to keep the Board updated on the safety of staff throughout the pandemic.

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

- By-Law Committee Chair George Duke made the request to schedule a committee meeting to discuss the Donation Policy prior to the next Board meeting in August.

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

Director Poole gave an overview to the Board of a discussion by members of SC Association of Library Administrators (SCAPLA) regarding open carry of concealed weapons. All Library branches should have signage.

Director Poole provided an update of the Pandemic Response Plan. Branches are slowly re-introducing in-person programs, accepting book donations and meeting room reservations. Mr. George Duke asked who provided guidance on pandemic-related issues for the County. Director Poole informed the Board that County Administrator, Lynn Sturkie, and Director of Public Safety, David Kerr, provided guidance for the County during weekly department head meetings. They also work closely with state-level emergency management, SCDHEC and Lexington Medical Center which provides updates and feedback on positive cases, hospitalizations and COVID reimbursement.

Mr. Bill Jones asked about the Library's plan for medical emergencies within the branches, including CPR and AEDs. Director Poole let the Board know that some staff have had training in CPR, and are well-trained for emergency situations and the protocols necessary to assist the person in need.

Director Poole informed the Board that the Mobile Library #2 is back and is being stocked with new materials. Mobile Library staff are attending driver training to learn how to safely drive the bus as weight fluctuations from the books can affect turns, stopping and starting. The Mobile Library will also be taking part in the annual Chapin Labor Day parade this year.

Deputy Director Amber Conger updated the Board on the Summer Reading Program. Registration is up to 2019 levels. Author Kristin Harmel came to promote her new book for her book tour. More than thirty people attended this event. Youth Services and Adult Programmers are working on fall programs for the months of September and October. These programs will mostly take place outside, and staff are taking social distancing guidelines and patron safety into consideration during planning for these events.

Deputy Director Michelle Williams updated the Board on the current vacancies within the Library System. One of the vacancies is the newly created Communication Coordinator position in Admin. Library leadership will soon begin a Succession Development program that will provide guidelines for

mentors to pair with a staff member in key positions. Deputy Director Williams also spoke about scholarship opportunities from LSTA for tuition reimbursement for MLIS degrees. Twelve staff members are currently enrolled in the program.

Director Poole provided the Board with a link to an article in COLA Daily that highlighted Storytimes at the Cayce-West Columbia Library. She also gave an update that the fall program booklets are coming soon, with an emphasis on in-person programs.

Director Poole and Mrs. Cherise Arrendale collaborated after last month's Strategic Planning to streamline the Library's values to make them more action-oriented. These values can be utilized to ground everyone in strategies and goals, and will assist with hiring, behavior and a message to the community about what we as a library stand for. Director Poole will present these values to the Leadership team in the coming weeks.

Mrs. Cherise Arrendale provided a handout for the Board of the values listed below:

- *Elevate Others* (Teamwork): We collaborate, support and anticipate the needs of others.
- *Communicate Clearly* (Communication): We are transparent, honest and listen to others during our daily interactions.
- *Value All Voices* (Fairness + Inclusive + Respect): We welcome everyone and treat people with dignity and respect.
- *Wonder about Possibilities* (Knowledge): We are passionate about learning and seek to understand with curiosity and vulnerability.
- *Act with Integrity* (Integrity): We lead by example, are trustworthy and make responsible decisions.

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

Mr. Bill Jones commented that the input provided by the community discussions during the Strategic Planning workshops is very valuable, and the Board and Library staff should continue to review the lists throughout the year.

Mr. George Duke reflected that the points listed on the Strategic Planning lists were actionable items.

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

Director Poole informed the Board that the Temporary Policy (No A 5) requiring that masks be worn during one-on-one appointments went against the proclamation from the governor stating that government cannot mandate masks, and the policy would need to be rescinded. Mr. George Duke made a motion to

change the wording from “mandatory” to “recommended” for masks to be worn for one-on-one appointments for patrons, seconded by Mr. Vachel Jones.

Chair Mary Ann McClintic called for the vote.

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

Absent for vote: Mrs. Linda Griffith (had to leave for prior commitment)

Adjournment - Mrs. Stephanie Sturkie moved to adjourn, seconded by Mr. George Duke.

Chair Mary Ann McClintic called for the vote.

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|-----------|-------------------------|------------------------|
| In Favor: | Mrs. Mary Ann McClintic | Mr. George Duke |
| | Mr. Bill Jones | Mr. Vachel Jones |
| | Mrs. Susie Hendrix | Mrs. Stephanie Sturkie |
| | Mrs. Cherise Arrendale | Mrs. Joyce Romans |

Absent for vote: Mrs. Linda Griffith (had to leave for prior commitment)

There being no further business, the meeting adjourned at approximately 11:30 AM.

Next Meeting will be 3:30 PM on August 30, 2021.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director