

MINUTES
Lexington County Library Board Meeting
Lexington Main Library
August 30, 2021
3:30 PM

The Lexington County Library Board held its regularly scheduled meeting on Monday, August 30, 2021 in the Lexington Main Library beginning at 3:30 PM. Chairman Mary Ann McClintic presided.

Mrs. Mary Ann McClintic gave the Invocation.

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 and Wendy Groscost, Executive 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.

Approval of Minutes – Meeting of July 26, 2021

Chair Mary Ann McClintic asked if there were any additions or corrections to the July 26, 2021 meeting minutes. Mr. George Duke moved to approve the July 26, 2021 minutes as written, 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. Susie Hendrix	Mrs. Cherise Arrendale
	Mrs. Joyce Romans	Mrs. Stephanie Sturkie

Abstained: Mrs. Linda Griffith

Chairman's Report – Chair Mary Ann McClintic thanked the Board for all being present and continuing to attend the meetings in person.

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

- By-Laws and Library Policies Committee Chair George Duke gave a recap of the meeting that was held directly prior to the Board meeting. While there is still work to be done, tremendous progress has been made to strengthen the policy for future and larger donations.
- Mrs. Linda Griffith inquired about when the Finance Committee will need to meet for next fiscal year's budget process. Director Poole will have more information for the Board in November. Safety considerations for site visits will need to be evaluated due to COVID numbers in the communities.

Executive Session - Director Poole requested the Board go into Executive Session to discuss personnel matters. No new actions were taken during Executive Session.

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

Director Poole provided an update of the Pandemic Response Plan. This is a constantly-evolving plan that is updated regularly based upon recommendations from the County Administrator, during weekly department head meetings, SCDHEC and CDC.

Director Poole reviewed the online program calendar on the Library website to demonstrate the newly updated reservation system. This allows for caps to be placed for each program to keep the number of in-person attendees within COVID guidelines.

Director Poole updated the Board on the Budget Planning process. She will visit each branch and meet with each branch librarian to discuss upcoming needs for the next fiscal year and possible facility improvements.

Director Poole informed the Board of some Facilities/Mobile Library updates. The gutter replacement project at Lexington Main is nearing its end. Building Services will facilitate the process to contract out the remaining repairs. The Mobile Library #2 is scheduled to begin its new fall route on 9/7. They will also be taking part in the annual Chapin Labor Day parade this year.

An update regarding services from Deputy Director Amber Conger highlighted the 2021 Summer Reading Program numbers. The program had 7,690 participants and 5,840 finishers.

An update regarding personnel from Deputy Director Michelle Williams informed the Board that Veronica Hastings was selected to be the new branch librarian at the Batesburg-Leesville branch, and Amajah Langford was selected for the newly created Communication Coordinator position in Admin.

Director Poole shared a compliment that was received from a Cayce-West Columbia patron.

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

Mrs. Mary Ann McClintic inquired about the possibility of sending a picture and write-up to the Twin City Newspaper about the bench placed at the Batesburg-Leesville Branch in honor of Mrs. Louise Riley.

New Business – Chair Mary Ann McClintic asked if there was any New Business. There was none.

Adjournment - Mr. George Duke moved to adjourn, 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. Susie Hendrix	Mrs. Stephanie Sturkie
	Mrs. Cherise Arrendale	Mrs. Joyce Romans
	Mrs. Linda Griffith	

There being no further business, the meeting adjourned at approximately 4:46 PM.

Next Meeting will be 3:30 PM on September 27, 2021.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director