

**MINUTES (Amended 2/28/2022)**  
**Lexington County Library Board Meeting**  
**Lexington Main Library**  
**January 31, 2022**  
**3:30 PM**

The Lexington County Library Board held its regularly scheduled meeting on Monday, January 31, 2022 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                       Mrs. Cherise Arrendale  
                              Mrs. Linda Griffith               Mrs. Tiffany Lastinger

Members Absent:       Dr. Renita Irving (Work Conflict)  
                              Mr. Vachel Jones (Family Illness)  
                              Mrs. Stephanie Sturkie (Family Illness)

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; Wendy Groscoat, Executive Assistant; and Jennifer Phillips, Financial Coordinator.

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 November 29, 2021

Chair Mary Ann McClintic asked if there were any additions or corrections to the November 29, 2021, meeting minutes. Due to the lack of a quorum of eligible voting members, the vote for approval of the November 29, 2021 minutes will be postponed until the February 28, 2022 meeting.

**Chairman's Report** – There was none.

**Committee Reports** – Chair Mary Ann McClintic asked if there were any Committee Reports. The Finance Committee met on January 26, 2022. Committee Chair Linda Griffith gave an overview of the budget discussion during the meeting and that the Finance Committee voted to recommend the FY 22-23 budget to the Library Board for approval.

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

Director Poole provided an update on the revision of an LSTA ARPA Grant. It was originally presented for an Outreach van; but due to supply issues, has been revised and will be resubmitted for technology.

Director Poole informed the Board that eight AED's have been assigned to library branches. EMS conducted training to branch librarian staff members on 2/9/2022, and two additional AED's will be provided where needed.

**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.

### **Budget Request FY 22-23**

- Director Poole presented an overview for the Board of the FY 22-23 requested budget. She reviewed Local, Escrow and State Aid funds, Capital Items and New Programs for the benefit of new staff and new Board members to the budget process.
  - Key changes for FY 23
    - Increase in Contracted Literacy Programs of \$17,000 – to adjust for post-pandemic patron attendance.
    - Increase in Operating Expenses by \$1,802 – For Summer Reading Programs, etc.
    - Increase Library Materials (State and Local) – Will rollover additional current funds.
    - Increase in Marketing budget of \$10,485
    - Increase in Subscriptions of \$7,000
    - County contracts – CPI is 4.70%
    - Personnel Contingency is \$100,000
    - Addition and/or reclassification of three staff members

Mr. George Duke made a motion to accept the FY 22-23 Budget Request and present it to County Council, 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	Mrs. Cherise Arrendale
	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mrs. Stephanie Sturkie (by proxy)	

### **Closure for Staff Education Day, October 2022**

- Director Kelly Poole asked the Board to approve closing all branches of the Library on Thursday, October 20, 2022, for Staff Education Day. Mrs. Linda Griffith moved to approve the Library closure on October 20, 2022, for Staff Education Day, seconded by Mrs. Cherise Arrendale.

Chair Mary Ann McClintic called for the vote.

In Favor:	Mrs. Mary Ann McClintic	Mr. George Duke
	Mr. Bill Jones	Mrs. Cherise Arrendale
	Mrs. Linda Griffith	Mrs. Tiffany Lastinger

**Strategic Planning Goals**

- Director Kelly Poole reviewed a draft of the FY 22-24 Strategic Plan, outlining the Mission, Vision, Values and Goals. This draft will be presented to the Long Range Planning Committee in February 2022 for further discussion and review.

**Adjournment** - Mrs. Linda Griffith moved to adjourn, seconded by Mr. George Duke.

Chair Mary Ann McClintic called for the vote.

In Favor:	Mrs. Mary Ann McClintic	Mr. George Duke
	Mr. Bill Jones	Mrs. Cherise Arrendale
	Mrs. Linda Griffith	Mrs. Tiffany Lastinger

There being no further business, the meeting adjourned at approximately 5:00 PM.

Next Meeting will be 3:30 PM on February 28, 2022.

Respectfully submitted,

Wendy D. Groscost  
Executive Assistant

Kelly R. Poole  
Director