

MINUTES
Lexington County Library Board Meeting
Lexington Main Library
September 26, 2022
3:30 PM

The Lexington County Library Board held its regularly scheduled meeting on Monday, September 26, 2022 in the Lexington Main Library beginning at 3:30 PM. Chair Mary Ann McClintic presided.

Mrs. Stephanie Sturkie gave the Invocation.

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

Members Absent: Mrs. Cherise Arrendale (Prior Commitment)

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; Wendy Groscost, Executive Assistant; and Jennifer Smith, Youth Services 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 – Board Meeting on August 29, 2022

Chair Mary Ann McClintic asked if there were any additions or corrections to the August 29, 2022, meeting minutes. There were none. Mrs. Stephanie Sturkie made a motion to accept the August 29, 2022, 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
	Mrs. Tiffany Lastinger	Mr. Bill Jones
	Mr. Vachel Jones	Mrs. Linda Griffith
	Mrs. Stephanie Sturkie	

Abstained: Dr. Renita Irving

Chairman's Report – There was none

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

- **Finance Committee** – There was none.
- **By-Laws and Library Policies Committee** – There was none.
- **Long-Range Planning/Advocacy Committee** – There was none.
- **Facilities/Branch Committee** – There was none.

Director’s Report – Director Poole gave the Director’s Report and shared the Bank Reconciliation Report for August 2022.

Director Poole reviewed the site visit schedule with the Board. Each Branch Librarian has a budget worksheet that they focus on for their branch. During each site visit, they will review line items for small items that may be purchased during this fiscal year, or larger line items that may be added to the budget for the next year. Sometimes technology requests require additional approval from the County. All Board members are welcome to attend the site visits, with each visit lasting approximately an hour. When larger projects are requested, the Building Services Director will be invited.

Director Poole discussed the survey for the Lexington County CPST Master Plan with the Board. Information is available on the County website. The Capital Projects Sales Tax provides the funding for roadway and infrastructure improvements across Lexington County. This 1% local sales and use tax is used to fund specific capital projects such as roads, bridges and intersection improvements.

Director Poole updated the Board that the Active Shooter Training will be held during the Branch Librarian’s Meeting on October 12 at 2:30 pm. A deputy from the Lexington County Sheriff’s Department will conduct the training, and potential building audits of some of the library branches. Several large libraries in the US have had bomb threats in recent months. Leadership contacted the County Risk Manager to ensure that our plans were still up to date.

Deputy Director Amber Conger shared with the Board that the numbers of programs and services have been steadily increasing. August’s circulation numbers are over 10% higher than last year. Programmers are already planning for January through April of next year, and the next Program Booklet is in production.

Director Poole shared that the Pelion Branch will be an early voting site beginning October 24 through November 5, 2022. County Registration and Elections department employees will work onsite.

Director Poole shared that Staff Education Day will be held at the Lexington Municipal Complex on October 20, 2022. All branches will be closed that day to allow for all staff members to attend. Board members are welcome to participate.

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.

Library Closures

The Library follows Lexington County's holiday closing schedule, which does not include Saturdays and Sundays. These closures would not be paid holidays, so staff that would normally be scheduled to work on these days would need to make up the hours during the week prior or make adjustments to utilize annual leave. Director Poole made the request that the Library close on the following dates:

- Christmas –
 - Saturday, December 24 and Sunday, December 25, 2022
- New Year's –
 - Friday, December 30, 2022 - Close at 5:00 pm
 - Saturday, December 31, 2022 and Sunday, January 1, 2023
- Easter – Sunday, April 9, 2023

Mrs. Stephanie Sturkie moved to approve to close the Library on all of the dates listed, seconded by Mrs. Linda Griffith.

Chair Mary Ann McClintic called for the vote.

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

Adjournment - Mrs. Linda Griffith moved to adjourn, seconded by Mrs. Tiffany Lastinger.

Chair Mary Ann McClintic called for the vote.

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

There being no further business, the meeting adjourned at approximately 4:30 PM.

Next Meeting will be 3:30 PM on October 31, 2022.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director