

MINUTES
Lexington County Library Board Meeting - Amended
Lexington Main Library
June 24, 2024
10:30 AM

The Lexington County Library Board held its regularly scheduled meeting on Monday, June 24, 2024, in the Lexington Main Library beginning at 10:30 AM. Chair Linda Griffith presided.

Ms. Kay Mein gave the Invocation.

Members Attending:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Stephanie Sturkie	Dr. Renita Irving
	Ms. Kay Mein	Dr. Maria Arroyo
	Ms. Barbara Remick	

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; 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.

Presentation recognizing George Duke

The Lexington County Public Library Board of Trustees recognized Mr. George Duke for his years of service to the library and awarded him with a plaque and a Resolution of Appreciation. County Administrator Lynn Sturkie and County Councilwoman Charli Wessinger attended the presentation, along with his wife, Jane Duke.

***Approval of Minutes – Board Meeting on May 20, 2024**

Chair Linda Griffith updated the Board that there were several corrections that needed to be made to the May 20, 2024, meeting minutes. Under “Approval of Minutes – Board meeting on April 29, 2024,” the May minutes reflect George Duke as making a motion to approve the minutes, and under “Adjournment,” the minutes reflect George Duke as seconding the adjournment. Both of these need to be readdressed since George Duke was no longer a Board Member after May 14, 2024.

Dr. Maria Arroyo made a motion to approve the April 29, 2024, minutes, seconded by Mrs. Stephanie Sturkie. Dr. Renita Irving made a motion to adjourn the May 20, 2024, meeting, seconded by Mrs. Stephanie Sturkie.

Dr. Renita Irving made a motion to approve the May 20, 2024, meeting minutes as amended, seconded by Dr. Maria Arroyo.

Chair Linda Griffith called for the votes.

In Favor:	Mr. Bill Jones	Mrs. Stephanie Sturkie
	Ms. Kay Mein	Dr. Renita Irving
	Dr. Maria Arroyo	Ms. Barbara Remick

Abstained:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	

Chairman's Report

Chair Linda Griffith updated the Board that she had attended the South Congaree-Pine Ridge Branch's Summer Reading kickoff, the Lexington County Employee Service Awards Banquet, and the South Congaree-Pine Ridge Friends Board Meeting.

Announcements

Chair Linda Griffith appointed Mr. Vachel Jones as the new By-Laws & Library Policies Committee Chair.

Committee Reports – Chair Linda Griffith asked if there were any Committee Reports.

Chair Linda Griffith provided an overview of each committee.

- **Finance Committee** (Mrs. Stephanie Sturkie) – There was none.
- **By-Laws and Library Policies Committee** – (Mr. Vachel Jones) – Committee Chair Vachel Jones shared with the Board that pending updates to Policy C 10.5 will be discussed under New Business.
- **Long-Range Planning/Advocacy Committee** (Mr. Bill Jones) – There was none.
- **Facilities/Branch Committee** (Mr. Bill Jones) – There was none.

Director's Report – Director Poole gave the Director's Report and shared the Bank Reconciliation Report for May 2024.

Director Poole updated the Board about several large projects that are currently in various stages of progress or completion. Library staff have successfully completed the Polaris upgrade. Polaris is the Library's operating system. Coordinators and branches are creating sites within SharePoint as they begin to navigate the functionality for their services and staffing needs. SharePoint is a browser-based platform that the Library will use to share files, data news and calendars. It will enhance the collaboration between branches and departments. Coordinators and branch staff are entering data into a new statistical tool called LibInsight in order to transition from excel databases. LibInsight is a platform for libraries used to gather statistical data from circulation and branches and analyze service and usage trends.

Director Poole updated the Board of the status of the FY 25 budget process. The third and final reading will be held tomorrow on June 25. If the budget is approved, five new Library programs/positions will be created and will be posted to the County website in July and August.

Director Poole shared with the Board that the SC State Library Director, Leesa Aiken, met with SC Governor McMaster regarding Proviso 27.1. If the bill passes and is not vetoed, Director Aiken has assured libraries that the process required to receive state aid will be as efficient as possible.

Deputy Director Amber Conger shared with the Board that Summer Reading kickoffs and programs have been well attended by both children and adults. There have been several bilingual programs, plus programs presented by Balloonopolis, Criss Cross Mangosauce and SC Wildlife throughout all of the branches. Staff are also continuing to plan for programs for fall and winter.

Director Poole informed the Board that First Steps is now part of state government, and their Annual Leadership Conference will be held June 26-27. Director Poole is a representative for the local First Steps and will attend as many sessions as possible.

Director Poole informed the Board of a Request for Reconsideration recently presented for the book *Joy to the World*. Per Library policy, the book will be reviewed by a committee of librarians. Director Poole feels that the book is currently shelved in the right part of the library. The decision to select the book to add to the collection was made based on the Collection Development Policy. Director Poole reviewed the age groups for the different areas of Youth Services.

Director Poole updated the Board on the changes to County Council members after the recent local elections. Michael Bishop will replace Scott Whetstone in District 1, Todd Cockrell will replace Debbie Summers in District 4, and Clifford Fisher will replace Bimbo Jones in District 5. The new Council members' terms will begin in January 2025.

Unfinished Business – Chair Linda Griffith asked if there was any Unfinished Business.

Juvenile Library Card Restrictions

The Board agreed to continue to table this discussion until the next meeting. Further discussion of this topic will fall under Unfinished Business at the July 29, 2024, Library Board Meeting.

New Business – Chair Linda Griffith asked if there was any New Business.

Director Poole reviewed with the Board 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:

- New Year - Tuesday, December 31, 2024 – Close at 5:00 PM
(County is closed Wednesday, January 1, 2025)
- Easter - Sunday, April 20, 2025

Mrs. Tiffany Lastinger made a motion to approve both the early closure of the Library for the New Year, Tuesday, December 31, 2024, and the closure of the Library on Sunday, April 20, 2025, seconded by Dr. Renita Irving.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Stephanie Sturkie	Dr. Renita Irving
	Ms. Kay Mein	Dr. Maria Arroyo
	Ms. Barbara Remick	

Policy Update – C 10.5 - Circulation Periods, Limits and Renewals – Update

Several updates were made to the Circulation Periods, Limits and Renewals Policy to remove the requirement for patron ID number when calling the Library, and to update the circulation period for Realia from 21 days to 7 days. Mr. Bill Jones moved to approve the updates to C 10.5 - Circulation Periods, Limits and Renewals, seconded by Dr. Maria Arroyo.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Stephanie Sturkie	Dr. Renita Irving
	Ms. Kay Mein	Dr. Maria Arroyo
	Ms. Barbara Remick	

Adjournment – Mrs. Stephanie Sturkie moved to adjourn, seconded by Ms. Kay Mein.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Stephanie Sturkie	Dr. Renita Irving
	Ms. Kay Mein	Dr. Maria Arroyo
	Ms. Barbara Remick	

There being no further business, the meeting adjourned at approximately 12:00 PM.

Next meeting will be 10:30 AM on July 29, 2024.

* Mr. George Duke was ineligible to make a motion on April's Board Meeting minutes and adjournment. Corrections were approved during the Board Meeting held June 24, 2024.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director