

**MINUTES**  
**Lexington County Library Board Meeting**  
**Lexington Main Library**  
**September 30, 2024**  
**3:30 PM**

The Lexington County Library Board held its regularly scheduled meeting on Monday, September 30, 2024, in the Lexington Main Library beginning at 3:30 PM. Chair Linda Griffith presided.

Mrs. Tiffany Lastinger gave the Invocation.

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

Members Absent: Mrs. Stephanie Sturkie

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; Wendy Groscoast, Executive Assistant; Jennifer Smith, Youth Services Coordinator and guest Sam Scott

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 26, 2024**

Chair Linda Griffith asked if there were any additions or corrections to the August 26, 2024, meeting minutes. Mrs. Tiffany Lastinger made a motion to approve the August 26, 2024, minutes, as amended, seconded by Mr. Bill Jones.

Chair Linda Griffith called for the votes.

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

Abstained: Dr. Renita Irving

## **Chairman's Report**

Chair Linda Griffith updated the other Board members that she attended five Friends meetings at different branches. She requested that each Board member let her know when their branch's Friends meetings are held.

## **Announcements**

Mr. Vachel Jones shared that Irmo Branch Librarian Kim Hill presented two initiatives to the Friends of Irmo Library: Angel Tree partnering with SisterCare will include children from Richland, Lexington, Kershaw, Newberry and Fairfield counties, and the addition of a food pantry bookshelf for canned goods and other non-perishables. Ms. Barbara Remick shared that the repairs to the Chapin branch are complete. Dr. Maria Arroyo shared that she attended a Family Storytime for Hispanic Month. Mrs. Tiffany Lastinger shared that the free little library across the street from the Pelion branch is not holding up well and needs a few repairs, but the gardens are doing well thanks to the Friends volunteers.

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

- **Finance Committee** (Mrs. Stephanie Sturkie) – There was none.
- **By-Laws and Library Policies Committee** – (Mr. Vachel Jones) – Updates to several policies will take place in 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 August 2024.

Director Poole shared with the Board that she attended the SC Association of Library Administrators (SCAPLA) meeting on September 20, 2024. She informed the Board she anticipates a push for advocacy to possibly remove the budget proviso for the next budget cycle.

Director Poole reviewed with the Board the progress made in regard to the computer upgrades and updates to the servers over the past couple of months. There has also been an increase in internet and laptop usage due to power outages from Hurricane Helene.

Director Poole informed the Board that she will schedule to meet with County Building Services and an architect to review floor plans to improve the Youth Services area at Cayce-West Columbia branch. The renovation will update the building to be more ADA accessible for patrons and staff.

Deputy Director Amber Conger updated the Board of the Library's efforts to ensure that the needs of the community are met after all of the power outages caused by Hurricane Helene. All branches

are seeing an increase in the number of people coming in to utilize the resources available. She let the Board know that system-wide branches are working together to provide solutions. Branches are advertising on their marquees that we are open and have power, water, A/C, Wi-Fi, books and spaces to work. They are providing copies of the Emergency Services guides, and she and Reference Services Coordinator Amanda Stone are in the process of gathering additional storm-related resources to share information throughout the branches. Neighboring counties of Aiken, Saluda, and Newberry were hit especially hard, and we are seeing some of their patrons in our branches. We want to take care of them and are working on gathering resources to share with them as well. Director Poole gave a shout-out to Chapin Branch Librarian Josie Seacrist and her team that opened their branch several hours early because so many people needed Wi-Fi.

Youth Services Coordinator Jennifer Smith provided highlights of the 2024 Summer Reading Program. This year's theme was "Adventure Begins at Your Library" and ran from June 1 through August 10. She updated the Board on the Summer Reading Stats for 2024: There were 8,338 total registrations with 4,975 total completions of the program. There were 255 preschool programs, 135 programs for children, 111 programs for teens, 206 programs for adults and 62 programs for all ages for a total program attendance of 16,420 (compared to 13,397 for 2023). She also highlighted the Summer Reading Grant, provided through the SC State Library, that helped to fund partnerships with Sesquicentennial State Park and Harbison State Forest to provide library presentations. With the grant, we were also able to purchase 13 Adventure Packs for our Library of Things. The Adventure Packs contain various items that encourage patrons of all ages to discover and interact with the world around them including a pair of high-quality binoculars, guides to SC flowers, trees and birds, a laminated flyer to SC State Park and an Adventure Logbook. The Board members thanked Jennifer Smith for her presentation and praised library staff for their Summer Reading Program efforts.

Deputy Director Amber Conger highlighted the new Libraries for Parents brochure that will help inform parents of the many resources and programs the Library has to offer their children.

Director Poole reminded the Board that this year's Staff Education Day will be held October 4, 2024, at the Corley Mill House in Lexington. Walter Edgar will be the keynote speaker, County Administrator Lynn Sturkie will provide the County update, along with many presentations on retirement, wellness and a Q&A with the Director. All Board members are welcome to attend.

Director Poole shared with the Board that Molly Ledford, Library Assistant III at Cayce-West Columbia branch, was chosen as the Lexington County Employee of the Quarter.

**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 Library Board Meeting on October 28, 2024.

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

Director Poole requested the Board review and approve updates to the verbiage of several policies in order to reduce restrictions for patrons’ access to library services based on amounts owed on library accounts.

**Policy Updates: A 30 – Internet Access Policy**  
**C 10.1 – Issuing Library Cards**  
**C 20 – Overdue Policy**

Updates to the three policies were made for consistency regarding patron services if outstanding fees were owed, changing the amount in fees from \$5.00 to \$10.00 and removing the bullet regarding the denial of a new or reissued library card if overdue or lost materials have not been returned. Dr. Renita Irving moved to approve the updates to Policy A 30 – Internet Access Policy, Policy C 10.1 – Issuing Library Cards and Policy C 20 – Overdue Policy, 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
	Ms. Kay Mein	Ms. Barbara Remick
	Dr. Maria Arroyo	Dr. Renita Irving

**Policy Update: A 50 - Collection Development Policy**

Updates were made to the Collection Development Policy to allow for one active submission per patron at a time, and to update the word “citizens” to “residents” on the Reconsideration of Materials section. Mr. Bill Jones moved to approve the updates to Policy A 50 - Collection Development Policy, seconded by Mrs. Tiffany Lastinger.

Chair Linda Griffith called for the vote.

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

**Adjournment** – Dr. Maria Arroyo moved to adjourn, seconded by Mr. Vachel Jones.

Chair Linda Griffith called for the vote.

In Favor:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	Mr. Bill Jones

Ms. Kay Mein  
Ms. Barbara Remick

Dr. Maria Arroyo  
Dr. Renita Irving

There being no further business, the meeting was adjourned at approximately 5:03 PM.

Next meeting will be 3:30 PM on October 28, 2024.

Respectfully submitted,

Wendy D. Groscost  
Executive Assistant

Kelly R. Poole  
Director