

**MINUTES**  
**Lexington County Library Board Meeting**  
**Lexington Main Library**  
**October 28, 2024**  
**3:30 PM**

The Lexington County Library Board held its regularly scheduled meeting on Monday, October 28, 2024, in the Lexington Main Library beginning at 3:30 PM. Chair Linda Griffith presided.

Mrs. Stephanie Sturkie gave the Invocation.

Members Attending:	Mrs. Linda Griffith	Mrs. Tiffany Lastinger
	Mr. Vachel Jones	Mr. Bill Jones
	Mrs. Stephanie Sturkie	Dr. Maria Arroyo

Members Absent:	Dr. Renita Irving	Ms. Barbara Remick
	Ms. Kay Mein	

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; Wendy Groscost, Executive Assistant 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 September 30, 2024**

Chair Linda Griffith asked if there were any additions or corrections to the September 30, 2024, meeting minutes. Mr. Bill Jones made a motion to approve the September 30, 2024, minutes, seconded by Mr. Vachel Jones.

Chair Linda Griffith called for the votes.

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

Abstained:	Mrs. Stephanie Sturkie	Dr. Maria Arroyo
------------	------------------------	------------------

(Note: A vote was taken to approve the September 30, 2024, minutes; however, a quorum was not present at the time of the vote. The approval of the September 30, 2024, minutes will be added to the November 25, 2024, agenda for a re-vote.)

## **Chairman's Report**

Chair Linda Griffith updated the other Board members that she plans to attend the Cayce-West Columbia Annual Friends Membership meeting next Monday, November 4, 2024, at 5:30 PM. All Board members are invited to attend.

## **Announcements**

Mr. Vachel Jones shared that the Friends of the Irmo Branch Library are providing a small bag of candy and a list of book donation days in 2025 with the membership application in order to increase membership.

**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) – There was none.
- **Long-Range Planning/Advocacy Committee** (Mr. Bill Jones) – There was none.
- **Facilities/Branch Committee** (Mr. Bill Jones) – Committee Chair Bill Jones suggested to the Board that plans should be made to present to County Council to let them know that the Library Board is advocating for all of the library branches because larger facility spaces are needed to account for the growth in the population of the County.

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

Director Poole reiterated to the Board that the Library provided necessary services and resources to the community, especially after Hurricane Helene. The Lexington Main Library is providing meeting room space for the Small Business Administration to operate and help assist with small business relief. Several locations within the County, including the Lexington Main branch, are providing space for FEMA Disaster Recovery Center members to provide assistance to the community.

Deputy Director Amber Conger showcased several upcoming endeavors, including newly printed bookmarks in both Spanish and English promoting Transparent Language, and Kindness Month calendars for the month of November that promote programming throughout the library system. She also informed the Board about an upcoming presentation and poster session about the Mobile Library that both she and Outreach Coordinator Kate Barry will present at the SC Library Association (SCLA) Annual Conference held on October 29-31, 2024.

Deputy Director Michelle Williams shared with the Board that this year's Staff Education Day was held on Friday, October 4, 2024, at the Corley Mill House in Lexington. Walter Edgar was the keynote speaker this year. There were several breakout sessions conducted by library staff

members, along with more time available to network with staff from other branches which was very appreciated.

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

**Juvenile Library Card Restrictions**

Continuing to navigate the requirements of the SC Budget Proviso regarding age limits and how those requirements relate to policy, 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 November 25, 2024.

**New Business** – Chair Linda Griffith asked if there was any New Business. There was none.

**Educational Segment – Facility Planning**

Director Poole reviewed the history of the Lexington County Library System’s facilities. The newest buildings in the library system are the South Congaree-Pine Ridge Branch built in 2007, and the Swansea Branch built in 2006. Prior to that the Lexington Main Library and the Irmo Branch both relocated to their current locations in 1998. In 2013, a prioritized order of proposed projects for the library system, as part of the County’s first Penny for Progress initiative for County-wide improvements, was approved by the Library Board. This list has been utilized since then as a reference during each fiscal year’s budgeting process. Several renovations and additions have occurred since they were originally developed, and more are still needed. She encouraged the Board to continue discussions regarding timelines on bond referendums, funding for library projects and facility assessments during the Strategic Planning process.

**Adjournment** – Mrs. Tiffany Lastinger moved to adjourn, 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
	Dr. Maria Arroyo	

There being no further business, the meeting was adjourned at approximately 5:20 PM.

Next meeting will be 3:30 PM on November 25, 2024.

Respectfully submitted,

Wendy D. Groscost  
Executive Assistant

Kelly R. Poole  
Director