

MINUTES
Lexington County Library Board Meeting
Lexington Main Library
February 24, 2025
3:30 PM

The Lexington County Library Board held its regularly scheduled meeting on Monday, February 24, 2025, in the Lexington Main Library beginning at 3:30 PM. Chair Bill Jones presided.

Mrs. Stephanie Sturkie gave the Invocation.

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

Members Absent: Ms. Kay Mein (prior commitment)

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Amber Conger, Deputy Director of Operations; Wendy Gros cost, Executive Assistant; and patrons Sam Smith and Paula Kaufmann

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 January 27, 2025

Chair Bill Jones asked if there were any additions or corrections to the January 27, 2025, meeting minutes. Mrs. Stephanie Sturkie made a motion to approve the January 27, 2025, meeting minutes, seconded by Dr. Renita Irving.

Chair Bill Jones called for the vote.

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

Chairman’s Report

Chair Bill Jones shared that Mrs. Linda Griffith had sent a thank you card for the plaque she received at the January 2025 meeting for her years of service as Library Board Chair. He also

informed the Board members that South Congaree-Pine Ridge Branch Librarian Carol Clark's husband had recently been in an auto accident, and she would be on leave to care for him. He asked the Board to keep her family in their thoughts.

Announcements – Chair Bill Jones asked if there were any announcements. There were none.

Committee Reports – Chair Bill Jones asked if there were any Committee Reports.

- **Finance Committee** (Mrs. Stephanie Sturkie)

Approval of Minutes - Finance Committee Meeting of January 27, 2025

Committee Chair Stephanie Sturkie asked if there were any additions or corrections to the January 27, 2025, Finance Committee meeting minutes. Mrs. Tiffany Lastinger made a motion to accept the January 27, 2025, Finance Committee minutes as written, seconded by Dr. Renita Irving.

Committee Chair Stephanie Sturkie called for the vote.

In Favor:	Mrs. Stephanie Sturkie	Ms. Barbara Remick
	Mrs. Tiffany Lastinger	Dr. Renita Irving

- **By-Laws and Library Policies Committee** – (Mr. Vachel Jones) – There was none.
- **Long-Range Planning/Advocacy Committee** (Mrs. Tiffany Lastinger) – There was none.
- **Facilities/Branch Committee** (Mrs. Linda Griffith) – There was none.

Director's Report – Director Poole gave the Director's Report and shared the Bank Reconciliation Report for January 2025.

Director Poole updated the Board that the policy timeline has been modified to address time sensitive projects. Pending policies include the Internet Policy, Code of Conduct, Social Media and Communication Policy, the Circulation Policy and Collection Development.

Director Poole informed the Board that the process for the next Strategic Planning period has begun. She will meet with a local consultant who will help facilitate the planning process for the Library System. Chair Bill Jones provided an overview of the Strategic Planning process for the newest Board members.

Director Poole shared plans with the Board to fence in and lock an area behind the Irmo Branch Library in an effort to deter unauthorized people from loitering in the area overnight.

Director Poole reminded the Board that SC State Library Director Leesa Aiken will present the budget request to the Senate Finance Committee on Wednesday, February 26 at 9:00 AM in the Gressett Building. This year the State Library is requesting \$3.00 per capita in SC State Aid to Public Libraries as part of the budget request. Library Board members are encouraged to attend.

Director Poole highlighted to the Board that Outreach Coordinator Kate Barry and Library Board Member Maria Arroyo were interviewed by Latinomastv to promote Lexington County Public Library's programs and services.

Deputy Director Amber Conger shared information on the Local History Collection, Richard Taylor Collection, Saluda Shoals Park Passes – two available at each of the large branches and AARP Tax Assistance at Lexington Main and Irmo. Last year, over 1,000 people were assisted. Several tax preparers have retired, and AARP is looking for volunteers for next year.

Deputy Director Michelle Williams updated the Board regarding the number of staff vacancies and promotions. She also assured the Board that the library system staff will work together to ensure that the South Congaree-Pine Ridge Branch and staff are supported during Carol Clark's absence.

Unfinished Business – Chair Bill Jones 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 March 31, 2025.

New Business – Chair Bill Jones asked if there was any New Business.

Closure – Staff Education Day on Friday, October 3, 2025

Director Kelly Poole asked the Board to approve closing all branches of the Library on Friday, October 3, 2025, for Staff Education Day. Ms. Barbara Remick moved to approve the Library closure on October 3, 2025, seconded by Dr. Maria Arroyo.

Chair Bill Jones called for the vote.

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

Educational Segment

Strategic Planning Retreat Presentation – Review of County Council Presentation

Director Poole reviewed the Strategic Planning Presentation with the Board, emphasizing the community impact and spacing needs of each branch while also highlighting the programs and services the library system provides to the citizens of Lexington County.

Property maps of each library branch location showed the square footage of each facility and areas of potential expansion.

Update to the 2025 Library Board Meeting Schedule

A request was made by one of the Board members to change the time of the July 28, 2025, meeting from 10:30 AM to 3:30 PM. Mrs. Tiffany Lastinger moved to approve the change of meeting time, seconded by Mr. Vachel Jones.

Chair Bill Jones called for the vote.

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

Adjournment – Mrs. Stephanie Sturkie moved to adjourn, seconded by Mrs. Tiffany Lastinger.

Chair Bill Jones called for the vote.

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

There being no further business, the meeting was adjourned at approximately 5:15 PM.

Next meeting will be 3:30 PM on March 31, 2025.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director