

MINUTES
Lexington County Library Board
Facilities/Branch Committee Meeting
Lexington Main Library
March 24, 2025
3:30 p.m.

The Lexington County Library Board held a sub-committee meeting for the Facilities/Branch Committee on Monday, March 24, 2025, at 3:30 p.m. at the Lexington Main Library.

Mrs. Linda Griffith gave the Invocation.

Members Attending: Mrs. Linda Griffith Mr. Vachel Jones
 Dr. Renita Irving Dr. Maria Arroyo
 Mr. Bill Jones (Ex Officio)

Also in attendance: Kelly Poole, Director; Michelle Williams, Deputy Director of Personnel; Wendy Groscost, Executive Assistant; and patrons Sam Scott 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.

New Business

Facility Plan

Director Poole reviewed a presentation highlighting specific specifications and attributes of each branch facility within the Library System. For each location, the presentation provided the following information: year the branch was built or last remodeled, square footage of both the property and facility, distance to the nearest branch, number of schools in the service area, number of parking spaces, population within the service area, number of hours open, number of full-time staff, ratio of staff to hours to population, door count, circulation and average attendance for the last fiscal year, number of meeting rooms and study rooms and number of restrooms. Director Poole also provided several maps of Lexington County that included 2020 Census population by district, housing density, priority investment areas and future land use and character. Director Poole utilized the SC State Library Standards for Public Libraries to illustrate for the Board that there are currently shortfalls based on the per capita needs, the number of employees and the square footage of each branch. All of the information provided is necessary to enable the Board to make a prioritized list of library system needs for the future.

The Committee members were tasked to reflect on the information presented and then to reconvene on March 31 at 2:30 PM, prior to the Library Board Meeting, in order to create an order of priorities for the Library System as a whole.

Adjournment – Dr. Maria Arroyo moved to adjourn, seconded by Dr. Renita Irving.

Committee Chair Linda Griffith called for the vote.

In Favor: Mrs. Linda Griffith Dr. Renita Irving
 Dr. Maria Arroyo

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

Next meeting will be 2:30 PM on March 31, 2025.

Respectfully submitted,

Wendy D. Groscost
Executive Assistant

Kelly R. Poole
Director