



PICKENS COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES
6:00 PM January 19, 2023
Hampton Memorial Library, Easley

IN ATTENDANCE - BOARD: Ms. Susan Childers, Chair
Ms. Kristen Nebesky Lawson
Mr. Danny Parton
Ms. Lori Osborn
Ms. Karen Culley, Secretary

EX OFFICIO: Ms. Stephanie Howard, Library Director
STAFF: Stacey Roberson, Executive Assistant

In compliance with the Freedom of Information Act, a notice of the meeting was sent to newspapers and a copy of the Board Agenda was sent to the Presidents of all Friends Groups.

Ms. Childers called the meeting to order at 6:03PM

Minutes from the November 17th meeting were approved.

PUBLIC COMMENT –

DIRECTOR’S REPORT –

Ms. Howard reported on the progress of the Gregorie Park project, stating that grading had been completed and concrete will be poured next week, weather permitting. Ms. Howard reported on the launch of the cake pans being added to the collection of the Library of Things, with patrons having already checked out several items. The Director also reported that staff is continuing to work with the 4 Friends groups to unify them into one group, with a scheduled date to vote on the Friends Board in May/June 2023. Lori Osborn asked about the Friends reporting to the Board and stated that she would like to have them start reporting to the Board, as listed in their responsibilities.

The Director reported that she attended the County Council Work Session on January 14th and learned about the Council priorities for the upcoming year. Ms. Howard stated that the library was categorized under Economic Development, and the overarching theme dealt with growth and infrastructure. There were also discussions on the litter issue in the county and wanting to educate the public about litter and clean-up initiatives.

In further discussion about library system renovation plans, the Director stated that we need to have a Library Board member speak to Council and present the library completion and renovation plans.

Ms. Howard reported on the Request for Proposal for a new Integrated Library System (ILS). There have been several companies interviewed and TLC was the favorite. The public won’t see much change to the catalog, but it will be easier for the staff and running reports will be more user-friendly.

PLANNING AND FINANCE –

Ms. Howard presented the Finance Report for review. The Director stated that she had to move more money in to Buildings and Grounds for repairs because we are having to make many repairs to HVAC systems. The Director is also looking at the Liberty Branch to see if the HVAC system needs to be moved to a different location to allow for a staff entrance to the library. The Director reported that the Training budget will be over for this fiscal year and that the budgeted needs to be adjusted going forward to a higher amount due to there being an abundance of training opportunities.

FOUNDATION REPORT –

The foundation report was presented for review.

NEW BUSINESS –

Stacey Roberson left the room at 6:34 pm for the Executive Session to take place and she returned at 6:45 pm.

Karen Culley, Secretary, took notes during the Executive Session while Stacey Roberson was absent. Kristen Nebesky Lawson motioned vote to approve Changes in compensation for library personnel. Lori Osborn seconded the motion to vote to approve. The Board unanimously voted to approve.

The Director reported that the FY23 Budget did not include the positions that were requested and right now the budget is in the red. Council has stated that they will do an amendment for the raises that were approved for FY23. The Director informed the Board that we need to make sure any amendments come from the General Fund. The Director stated that the Board needs to present the budget to Council. Lori Osborn suggested a notation on the budget stating that the numbers are an estimate and subject to change. Kristen Nebesky Lawson suggested adding a note about State Aid on the budget. The Director would like for the Board to deliver the budget at the April meeting and can request to be at the work sessions.

Ms. Howard presented the updated Annual Report to the Board. Ms. Howard is working on a letter to be presented to Council, along with the Annual Report, to align our goals with Council's priorities, and that is expected to be complete by the next board meeting.

The Director reminded the Library Board members of their terms. The Director stated that the members should reach out to their Council District representative to state their interest in continuing to serve, if they wish to continue on the Board.

The Director reported that amended hours for the Easley branch in January, due to staffing issues, went well and did not have a major impact on patrons. The Director discussed that it would be beneficial for the Easley branch to continue the amended hours through February, due to staffing, and that it would only impact a few meetings. Danny Parton motioned to amend the hours for February for the Easley branch. Karen Culley seconded the motion, and the board voted unanimously to amend the hours through February.

OLD BUSINESS –

The Director is working on a cost estimate for the Facilities Plan to present.

Danny Parton made a motion to move the book Let's Talk About It completely out of the library. There was no second of the motion, and the motion failed. Discussion about the book followed. The Director will send the patron a letter to explain the decision. The Director will inform the board if more reconsideration forms for this book come in.

The Director would like for the Completion Committee to meet to discuss a timeline of presenting the project to County Council and bringing it to a vote, as well as reviewing the updated plans from LS3P. The Director would like the Committee to meet in February.

DISCUSSION –

The meeting adjourned at 8:15 PM.

The next Board of Trustees meeting will be at 6:00 PM on Thursday, March 16, 2022, in Liberty.

Minutes prepared by Stacey Roberson, Executive Assistant.