



PICKENS COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES

6:00 PM January 21, 2021
Hampton Library, Easley

IN ATTENDANCE - BOARD: Mr. Dennis Latham, Chairman
Mr. Eddie McCall
Ms. Kathleen Campbell
Ms. Karen Culley
Ms. Kristin Nebesky Lawson

EX OFFICIO:
STAFF: Ms. Stephanie Howard, Library Director

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.

Mr. Latham called the meeting to order at 6:05 PM.

The library board welcomed new Board member Karen Culley to fill the district 5 seat. Minutes from September 17, 2020 and November 19, 2020 meeting were approved.

PUBLIC COMMENT –

None

DIRECTOR'S REPORT –

Ms. Howard noted that she has been working with the county task force on the County Wide Broadband project to assist with bringing reliable internet to parts of Pickens County currently underserved by internet providers. Library staff members attended the United Way Virtual Education Summit to research new ways in which county stakeholders can work together to improve literacy and education initiatives within the county. The library will also be working with United Way to assist with Camp iRock. The library held their virtual staff training day on 10/12. Speakers from the SC State Library held training sessions for staff. SC State Librarian, Leesa Aiken, addressed everyone via Zoom and staff completed training in how to Relieve Stress and Anxiety through journaling. Staff assisted the Friends of the Library with their annual Book Sale which was held outside in the Hampton Memorial Parking lot. The one-day event raised \$1,081.00 for the Library System. To assist with internet access throughout the county, the library has added (along with our T-Mobile wi-fi hotspots already in circulation) 14 additional Kajeet Wi-Fi hotspots. These devices were supplied through a grant via the SC

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State Library. The library continues to work on getting the Outreach vehicle wrapped and customized. All libraries will be partnering the Chambers throughout the County to participate in Small Business Saturday. Patrons who shop locally on small business Saturday can show their receipt at any library for a chance to win a gift card to a local business. Mary Frances Shelato, manager at the Sarlin Library in Liberty, has received \$1,000.00 from the Pickens County Soil and Water Commission to help start a Seed Library Lending program at the Sarlin Branch. The Liberty Friends of the Library group are contributing to the project as well. Library Staff has completed another partnership with a graduate class at Clemson University. In this class, staff worked with Graduate Level students to design a Content Strategy for the Library and presented a plan for a more efficient workflow option for our Programming and PR departments. The class developed a slide presentation and notebook of recommendations on how we can streamline library processes. Partnering with Clemson on these classes gives the students great hands-on experience (the library system acts as their client) and offers free solutions for the library system to consider. We are also moving forward with our observational honeybee hive project. Those observational hives will be installed in each library in the coming months. Ms. Howard noted that Mike Hayes, the County Risk Manager, has passed away from COVID-19. He is the first county employee to die from the virus.

PLANNING & FINANCE –

Ms. Howard discussed meeting with the CFO about budgeting for the next fiscal year and creating a document about library finances to add to the Board orientation manual. The board is to revisit the charging amount for naming of library spaces (this may be as a library foundation item).

FOUNDATION REPORT –

The foundation report was presented for review.

OLD BUSINESS –

Policy Update Credit Card Fees: A \$1.00 minimum charge is required for anyone using a card for payment was approved.

NEW BUSINESS –

Policy Update: The Board amended the Library Card Policy to allow for no limit on children's award books.

Expansion Space: Possible dates for the architectural RFQ presentations were discussed.

Meeting Space Policy Update: The Meeting Space Policy was amended to include outdoor spaces. Policy approved.

DISCUSSION –

Updating Patrons Information: Discussed the procedure concerning patron security and updating account information. Patrons will present a driver's license or picture ID with their current address, yearly, to update account information. Patrons will not be asked to confirm their address aloud.

The meeting adjourned at 6:42 PM.

The next Board of Trustees meeting will be at 6:00 PM on Thursday, March 18th, 2021 via Zoom.

Minutes prepared by Rebekah Henson, Executive Assistant.