



PICKENS COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES
6:00 PM January 20th, 2022
Hampton Library, Easley

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

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.

Ms. Childers called the meeting to order at 6:02 PM.

The library board welcomed new board members Danny Parton to fill the District 3 seat and Lori Osborn to fill the At Large seat.

Minutes from November 18th, 2021, meeting were approved.

PUBLIC COMMENT –

None

DIRECTOR’S REPORT –

Ms. Howard reported that progress has been made to clear a small portion of the land along the side of the library, across from the helicopter park, donated by Jim Gregorie. The trees which will be removed have been marked, and Mr. Gregorie has completed a draft for a plaque that will be placed in honor of his mother. The library is working on scheduling a date of installation for the new accessible, automatic doors at the Village Branch. All branch signs have been installed and the library is waiting on Duke Power to connect power to the sign at the Central-Clemson Branch. Due to the rising Coronavirus numbers, the library suspended some of the programs that were close contact or had a high volume of attendance. While library staff have been more affected by the Coronavirus than previous surges, all library branches have been able to remain open with their normal hours. Due to inclement weather recently, the library did experience a closure on Sunday, January 16th, as well as a delay and early closing on Tuesday, January 18th. Ms. Howard discussed a possible review by the County to change the Inclement Weather Policy for departments that are open 7 days a week so staff do not have to use so much sick and vacation time. The library system received a grant, written by the Village Branch Manager, Margaret Holder, to develop the We Care Wellness Program. This program provides kits, which can be checked

Pickens County is an Equal Opportunity Provider and Employer

out, related to different health topics. Also, to promote this program, the library reserved the Free Room at the county administration building for the month of January and held weekly healthy cooking demonstrations. The library has received the equipment from the digital archives grant and has an install date of January 31st. The library is in the process of scanning, cataloging, and uploading metadata for the items it has in archives. Some of the collection has already been posted through ContentDM in the history section of the library's website for patrons to view. United Way and a Cliffs organizations reached out to the library to help develop a plan to bring the Dolly Parton Imagination Library to Pickens County. Youth services and outreach departments are working on plans and programs for how the library would be involved in promoting the Imagination Library if the project proceeds. Ms. Howard is working with the Pickens County Historical Society on a historical marker for the first library in the city of Pickens. This project will be funded by the Historical Society and possibly the City of Pickens. The library is working on a new policy to start a notary service, beginning at the Central-Clemson branch and possibly expanding to other branches. There will be a charge of \$5.00 for the notary service. During tax season, VITA will be at each library location on specific days to help patrons fill out their taxes. Room reservations at the library continue to increase while virtual program statistics have gone down as the library resumes in-person programming. Due to the Coronavirus, outreach and house calls programs have not fully resumed. Ms. Howard reminded the board members about meeting attendance and potential removal for failure to attend.

PLANNING AND FINANCE -

Ms. Howard reported the library is about 58% through the financial fiscal year and is financially on track. She stated the library may use local funds to replace some of the furniture at the Sarlin branch. The library will also be looking into purchasing Hoopla, which is another online service that provides eBooks, eAudiobooks, music, and TV shows at no cost to the patron. Anderson and Greenville County libraries use this service, and it is a pay per use service.

FOUNDATION REPORT –

The foundation report was presented for review. Susan Childers agreed to become the new signature card holder for the PCLS Foundation bank account in replacement of retired Board Chairman, Denis Latham.

OLD BUSINESS –

Ms. Howard updated the new board members on the progress of the Expansion Space Project.

The board elected board members Danny Parton and Karen Culley to serve on the Expansion Space Committee.

NEW BUSINESS –

A brief discussion was held regarding the role of the board members on the Pickens County Library System Board of Trustees.

The board briefly discussed the FY23 Budget.

The board elected board members Kristen Nebesky Lawson and Lori Osborn to serve on the Budget Committee.

DISCUSSION –

The meeting adjourned at 7:12 PM.

The next Board of Trustees meeting will be at 6:00 PM on Thursday, March 17th, 2022, in Liberty.

Minutes prepared by Rebekah Henson, Executive Assistant.