



PICKENS COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES MEETING MINUTES
6:00 PM May 18, 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: Mrs. Cassie Hamilton, Library Assistant Director
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 6:02 PM

Minutes from the March 16th meeting were approved.

PUBLIC COMMENT –

Patrons of the library spoke in support of the Library and the Jason Reynolds event, as well as the support of the community. One patron spoke out against the Jason Reynolds event and thought the Board would have to approve or disapprove of events such as this, saying that it looks like the Library is taking sides. The Director stated that the Library is for everyone and that she is trying to preserve a space for everyone's voice.

DIRECTOR'S REPORT –

Ms. Howard reported that staff is working with TLC to transition the software, with completion slated for mid-July. She reported that the patrons should not notice a difference on their end, but it will be a better and more intuitive program for staff to be able to utilize. The Library Director has a meeting scheduled with LS3P at the beginning of June to look at system-wide renovations with the new budget number. Ms. Howard reported that the Village Library was chosen as the Pickens Chamber Member of the month. The Library Director reported that Summer Reading will be happening from June 5th to July 28th, with the kickoff events happening on June 2nd. Extra shows were added for the different programs to allow for more opportunities to serve patrons.

The Director went over the Trustee's Code of Ethics, as well as the professional librarian ethics, stating that if the public asks for personal information or communications, that it needs to go to the Director of the board for review or a FOIA request submitted instead of sending that information to the person asking.

The Director reported that everything is going up with the statistics, except for a slight decline in attendance for Meeting Room Attendance. Stacey Roberson reported that this is due to a higher number of reservations being

made for only one or two people instead of a larger number of bigger groups. The Board has requested to see the statistics broken up by branches in order to see what is underutilized and to see what the priorities need to be. They would also like to statistics on patrons being turned away from programs, so they can see the opportunities missed due to lack of space.

PLANNING AND FINANCE –

Ms. Howard presented the Finance Report for review. The Director stated that the Board needed to reach out to ask for clarification and direction from Council about the millage and General Fund so an informed decision can be made on the budget.

FOUNDATION REPORT –

The foundation report was presented for review. Stacey Roberson reported the T-Shirt fundraiser for the Foundation was going very well, having sold 72 shirts so far, with a net profit of \$1285.

NEW BUSINESS –

The new ILS will go live on July 13th and the Director is proposing for the library to be closed on July 12th for staff training on the new system. Danny Parton motioned to close the library on the 12th for staff training and Lori Osborn seconded the motion. The board voted unanimously to close the branches on July 12th for staff training on the new ILS system.

The Director presented an update to the Safe Child Policy. Karen Cully made a motion to approve and Kristen Nebesky Lawson seconded the motion. The board unanimously voted to change the age on the Safe Child Policy.

The Director went over the renovation proposal packet that was given to Council and is using the packet to go over priorities for the County Administrator, County Council, and the Board for renovations. The Director reported that all the HVAC units have been replaced at the Liberty branch. The Director is investigating funds for HVAC replacement at Central-Clemson.

OLD BUSINESS –

The Director reported that Eddie McCall resigned from the board due to work conflicts. The Director also reported that Kristen Nebesky Lawson and Rebekah Hemphill have terms ending on June 30, 2023, and if they would like to continue serving on the board, they would need to reach out to their Council Member. Ms. Howard reported that the Board Member applications are online, and the Council gave the ok for the Board to mention open spots to the public to get nominations.

DISCUSSION –

Danny Parton stated that he is confused with how we operate and would like clarification as to why the board does not vote on library programs and selected things. The Director offered to have the State Library come in to do training on responsibility of board and the responsibility of Director. Karen Culley stated that she would like to have the training by the State Library.

The meeting adjourned at 7:41 PM.

The next Board of Trustees meeting will be at 6:00 PM on Thursday, July 20, 2022, in Easley.

Minutes prepared by Stacey Roberson, Executive Assistant.