



OCONEE COUNTY PUBLIC LIBRARY

Oconee County Public Library

**Minutes of meeting of Library Board of Trustees--
July 24, 2017—Salem Library, Salem, SC, 5:30 p.m.**

Members present: Bill Caster (vice-chairman), Allison Griffin, Lisa Martin, Chanda Morrison, Alisa Suddeth (chairman)

Members absent: Beverley Brackett, Maria Jacobson, Marie McMahan, Kelly Holleman

Staff/guests present: Blair Hinson, Interim Director; Robena Barton, Technical Services Librarian; Barb Askew, President of the Friends of the Library; Christie Johnson, Walhalla Branch assistant manager

Members of the press present: none.

- I. **Call to Order:** Call to order at 5:30 by chairman Alisa Suddeth
- II. **Minutes:** Minutes from March 27, 2017 Board meeting were considered, and corrected with one spelling correction. Motion to approve by Bill Caster, and seconded by Lisa Martin; passed unanimously.
- III. **Public Comment:** none.
- IV. **Friends Report:**

Income	May 2017	June 2017	July, 2017
	Book Sale: \$892.25	Book Sale: \$1226.25	Book Sale: \$1361.00
	Lobby Book Sale: \$144.00	Lobby Book Sale: \$232.00	Lobby Book Sale: \$104.00
	Seneca Bookcase Sale: \$ 21.00	Seneca Bookcase Sale: \$90.00	Saturday Sale: \$500.00
		Amazon: \$5.57	
	Total-- \$1097.25	Total-- \$1713.25	Total -- \$2080.00

PARTIAL THREE MONTH TOTAL: -- \$4890.50

Ms. Askew reported that Friends are now selling books on Amazon.

She also mentioned that the Friends renewed the movie license for Westminster and Walhalla Libraries, and would continue water service for the Seneca Library.

Ms. Askew also reported that the Friends Wish Lists are on hold until the September Friends' Board meeting to allow new hires at Walhalla and in Youth Services time to determine their needs.

- V. **Committee Reports:**
- a. **Finance Committee:** nothing to report
 - b. **Policy and Personnel Committee:** nothing to report- hiring of Library Director to be discussed in executive session.
 - c. **Building and Grounds Committee:** Mr. Caster mentioned Seneca Library sewage back-up and closure for a day and a half on July 18/19.
 - d. **Community Relations Committee:** nothing to report
 - e. **Capital Projects Committee:** nothing to report
- VI. **Chairman's Report:** Nothing to report. Consideration of the final vote for the director's position to be held in executive session.
- VII. **Director's Report:** Interim director reported Summer Reading numbers are very good. Re-organization of summer program with point system has been very popular. Parking lot at Walhalla: Davis and Floyd will do a topographical survey, a grading and drainage plan, submit a zoning application to the City of Walhalla, and submit an application to the South Carolina Department of Transportation for an encroachment onto Westview Avenue. Survey total should be around \$6,500 at maximum, the previous estimate was for \$8,000. If approved by the Board by August 7, all engineering work could be completed by mid-September. Library will have to cover the cost of materials; all work may be done by County Roads and Bridges. Interim director and Technical Services Librarian met with Sheila Ford and Jim Keogh from Vocational on Wednesday, July 18th. The meeting discussed establishing client addiction counseling program meetings at the library. There would need to be a joint program to provide regular meeting space in exception to regular meeting room policy of no prior reservations. Discussion ensued. The Board would like the interim director to proceed while staying within existing policy for the scheduling of the meeting rooms. County Grants Administrator received a grant from Ten at the Top for three electric vehicle charging stations, which are to be spread throughout the county. County will place one station at the Walhalla Library. The South Carolina State Library is changing databases they are covering. Agency Head Leesa Aiken was at APLA meeting on July 21st to speak about the changes. Learning Express will continue to be covered by the State, paid for with funds from the K-12 Education Committee. Self-E will continue temporarily while company looks for alternatives. Consortium is being negotiated with libraries across the state to cover Mango. Current discount is not much better than individual rate, which the library paid for by itself previously.
- VIII. **OLD BUSINESS:**
- A. All of \$150,000 the County allocated for building upgrades and deferred maintenance has been spent. Staff areas in Seneca and all of Westminster Library are still waiting on ceiling tiles. Tiles have been purchased but not installed.
 - B. Solid-core doors have been installed in Walhalla to improve security for staff areas. Hollow doors and meeting room doors in Seneca and Westminster still need to be replaced.
 - C. Wi-Fi at Long Creek and Mountain Rest still not working. Mike Powell let Mr. Hinson know the library was no longer covering maintenance on the sonic wall equipment. Mr. Powell is continuing to work on a solution and will hopefully have all locations covered by the start of the school year.

D. Fine amnesty has been announced and there will be a press release Tuesday, July 25th. Flyers are being currently displayed at all library branches.

IX. **NEW BUSINESS:**

A. Adding the ALA Bill of Rights and Freedom to Read statement to the collection development policy, and adding additional formats in collection policy, was discussed. Question was raised about whether patrons ever asked to see specific policy. Discussion ensued. Bill Castor motioned for the amendments to be accepted. Chanda Morrison seconded. Vote to approve was unanimous.

B. Donna Wales was announced as Youth Services Librarian. Quientell Walker started as Walhalla Branch manager on July 17th. Bethany Owens started as cataloger in Walhalla on 17th. Seneca Library is currently hiring one full-time position to replace Bethany and one part-time position. Mr. Hinson would like to commend the Walhalla branch in particular for their hard work during this transitional period, since most of the full time position changes impacted the headquarters branch operations most.

C. Barb Askew would like to interview new librarians in Walhalla for Friends Newsletter.

D. Eclipse modified work-day for August 21. There will be an estimated 160,000 tourists in Oconee County. It will be regular hours for schools, which start back August 17. Staff has asked to close library branches between 1-4 p.m. on that day for the total solar eclipse. Bill Castor motioned to approve modified work day, Lisa Martin seconded. Vote to approve motions was unanimous. Press release will announce modified hours in the following week.

EXECUTIVE SESSION

For the following purposes, as allowed for in S.C. Code § 30-4-70(a):

[1] To discuss the hiring, or appointment, of a new library director.

Board entered into executive session at 6:25 p.m., for discussion of personnel matter relating to hiring of new Director; motion made by Bill Caster, seconded by Lisa Martin. Upon returning from Executive Session at 6:40, Lisa Martin motioned to approve the appointment of Blair Hinson as permanent library director. Bill Caster seconded. Vote to approve the appointment was unanimous. Mr. Hinson verbally accepted the Board's offer pending salary negotiations. Mr. Hinson offered up the possibility of converting his former position, Branch Services Librarian, to Adult Services and all managers would report to Adult Services instead of the Walhalla Manager reporting to Director. Another possibility is converting Branch Services to Assistant Director. Discussion ensued.

Alisa Suddeth brought forward for discussion changing the night of the board meeting to increase staff participation. Further discussion is needed.

X. **Adjournment:** Mr. Caster motioned to adjourn, Ms. Martin seconded. The meeting adjourned at 6:55 p.m.

Reported by Robena Barton, Technical Services Librarian