

GREENVILLE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
Minutes of the Regular Meeting
Conducted by Teleconference
August 23, 2021

Present: Mr. Brian Aufmuth, Mr. Kenneth Baxter, Mr. Tommy Hughes, Mrs. Glenda Julian, Mrs. Deryl Paradis, Mr. Bill Pinkston, and Mr. Joe Poore, presiding.

Absent: Ms. Laura Baker, Mr. Allan Hill, Mr. Dick Jensen

Managers and Staff Present: Karen Allen, Youth Services Manager; Ann Bishop, Human Resources Manager; Teresa Lanford, Access Manager; Brian Morrison, Access and Discovery Manager; Jerry Osteen, Information Technology Manager; Jimmy Wooten, Community Engagement Manager; Beth Anne Farmer, Virtual Services Coordinator; Michelle Hannon, Graphic/Web Design Supervisor; Beverly James, Executive Director; and Jill Cornwell, Administrative Projects Manager, acting as Recording Secretary.

CALL TO ORDER

Mr. Poore called the meeting to order at 12:12p.

APPROVAL OF MINUTES

Minutes of Board of Trustees Meeting, April 26, 2021 — Mr. Aufmuth moved approval of the minutes. Mr. Pinkston seconded. Motion carried unanimously.

Minutes of Board of Trustees Meeting, June 28, 2021 — Mr. Baxter moved approval of the minutes. Mr. Hughes seconded. Motion carried unanimously.

Minutes of the Executive Committee Meeting June 29, 2021 — Mr. Aufmuth moved approval of the minutes. Mr. Baxter seconded. Motion carried unanimously.

OPERATIONS COMMITTEE REPORT

Draft Revised User Registration Policy

Mr. Aufmuth reported that the Operations Committee had met to review and discuss the proposed revisions to the *User Registration Policy* and called for questions. Following discussion, he moved on behalf of the committee to approve the revisions as presented. All were in favor and the revisions to the *User Registration Policy* were approved unanimously.

EXECUTIVE DIRECTOR'S REPORT

Draft 2022 Holiday/Closing Schedule

Ms. James referenced the *2022 Holiday Closing Schedule* sent to trustees prior to the meeting and offered to answer any questions. Mr. Hughes moved to approve the schedule as presented. Mr. Aufmuth seconded. All were in favor and the *2022 Holiday Closing Schedule* was approved unanimously.

Ms. James called attention to several handouts on the table at each trustee's place:

- *Summer Reading 2021 Log and Activity Book* provided to Summer Reading participants
- Flyer promoting *Pop Up Seed Library* events
- August Events rack card
- New brochure promoting the Library System's *Homebound Services*

Ms. James reported that the auditors were on site this week and that the annual audit should be ready for presentation at the September Board of Trustees meeting.

She noted that the contractor was reviewing the contract to remove and replace the existing manually operated partition walls at Main.

She informed trustees that the project engineer was working with staff to develop specifications for the replacement of the boilers at the Main Library, adding that she anticipated going out to bid for the project in the next couple of weeks.

GCLS Mobile App Presentation

Ms. James called on Mr. Wooten to provide a demonstration and overview of the Library System's new mobile app. He shared that access to the Library System's website via mobile devices had grown from 23% in 2017 to 43% in 2020, with a year-to-date growth rate of 45%. Mr. Wooten noted that the mobile app, included in the 2020-2022 Technology Plan approved by the Board of Trustees, would make the exploration and navigation of the Library System catalog easy and more convenient. He provided a demonstration of the app's layout and design, highlighting key features. He noted that the app development was being finalized and would soon be available free for download on both Android and Apple mobile devices.

Mr. Osteen shared that the Library System's web team had worked closely with the app vendor to customize aspects of the app to meet the Library System's desired layout and design. Mr. Wooten added that publicity of the app would occur once staff had the opportunity to familiarize themselves with the features, anticipating a rollout for the public in September which would include a dedicated webpage promoting the app on the Library System's website, signage at public service desks and on tablets, and announcements in the Library System's e-newsletter.

Ms. James thanked trustees for their support of the project. Mr. Poore echoed comments of trustees present in complimenting staff on the work completed in the development of the mobile app.

UNFINISHED BUSINESS

Mr. Poore asked if there was any information to discuss concerning COVID-19. Ms. James stated that there was no recommendation for the Board's consideration at that time, and added that she had been visiting branches and speaking with staff. She noted that on her recent visit to the Berea branch a staff member commented that she was pleased with the way the Library was handling things. Ms. James stated that she was seeing a mix of staff wearing masks and some not. She shared that more furniture was being put back out in the branches, providing more seating for the public. Mr. Poore thanked her for the update.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Mr. Poore asked for a motion to adjourn. Mr. Pinkston so moved. Mr. Aufmuth seconded. All were in favor and the meeting adjourned at 1:10p.

Joe Poore
Acting Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary