

**GREENVILLE COUNTY LIBRARY SYSTEM  
BOARD OF TRUSTEES  
Minutes of the Regular Meeting**

July 28, 2025

**Present:** Mr. Brian Aufmuth, Mr. Kenneth Baxter, Dr. Gene Beckner, Mrs. Elizabeth Collins, Mr. James Hoard, Mr. Tommy Hughes, Mrs. Marcia Moston, Mrs. Kristen Odom (via conference phone), Mr. Joe Poore (via conference phone), and Mr. S. Allan Hill, presiding.

**Absent:** Mrs. Stephanie Cunningham

**Library System Managers Present:** Don Allen, Finance Manager; Ray Arnett, Branch Library Services Manager; Brian Morrison, Adult Services Director; Rick Silvers, Facilities Maintenance Manager; Beverly James, Executive Director; and Jill Cornwell, Administrative Projects Manager, acting as Recording Secretary.

**CALL TO ORDER**

Mr. Hill called the meeting to order at 12:00p.

**INVOCATION**

Mrs. Moston gave the invocation.

**APPROVAL OF MINUTES**

Mr. Hill called for the approval of the minutes of Board of Trustees Meeting, June 23, 2025. Mr. Baxter moved to approve. Mr. Aufmuth seconded. With all in favor, the motion carried.

**LIBRARY BUILDINGS AND GROUNDS COMMITTEE REPORT**

East North Street Branch Library Phase One Scope of Services

Mr. Hoard presented a recap of the Buildings and Grounds Committee Meeting concerning the proposed Phase One Professional Services package which included building programming, schematic design, and selective demolition. With no questions, Mr. Hill asked those in favor of approving Phase One Scope of Services for East North Street to indicate in the affirmative. All were in favor and Phase One Scope of Services was approved.

**EXECUTIVE DIRECTOR'S REPORT**

State Aid Agreement and Library Budget Form for FY26

Ms. James referenced the form and stated that the State Library was asking for the form to be submitted earlier this year. Mr. Hill noted that the form is signed every year in the presence of a quorum. During discussion, Ms. James explained that the amount on the form's funding category *Information Resources* line is based on the State Aid amount of \$2.25 per capita, which is reflected in the Library System's FY26 Budget. She reported that the State Legislature had approved an additional \$.25 for a total of \$2.50 per capita in State Aid after our FY26 budget was in the process of being considered by County Council.

Mr. Allen noted that the funding category *Personnel* increased as compared to the amount on last year's form due budgeted wage study adjustments and new positions, while the *Other Operating Expenses* category decreased. The decrease was the result of the Library Board's approved use of capital funds instead of operating funds for building related expenses presented to the Board in FY26. In response to a question, Mr. Allen confirmed that the 3% inflation pay increase for staff had been implemented and the wage study adjustments would be included in the next paycheck. Mrs. Collins moved to approve the *State Aid Agreement and Library Budget Form for FY26*. Mr. Hoard seconded. With all in favor, the motion carried.

Requests for Use of Contingency Funds

Ms. James stated that she was presenting two requests for use of contingency funds:

1) \$150,000 as needed to replace up to 4 HVAC system units that may fail during FY26, and 2) \$60,000 for the Blue Ridge Branch Library's opening day materials collection. She added that due to the time sensitive nature of replacing HVAC units, the Library System's operating budget contingency line would be charged and the Library System's capital funds would be requested to reimburse the contingency line item for the expenditures.

Mrs. Collins moved to approve both requests for the use of contingency funds. Mr. Baxter seconded. All were in favor and the two requests were approved as presented.

Other

Ms. James reported that compared to last June, the Library System has seen a 3.4% increase in physical visits and a 9.3% increase in downloadable materials.

She shared the following updates concerning the Blue Ridge Branch Library construction: Electrical lighting, mechanical equipment, and casework is being installed. HVAC is running. Interior floor and wall finishes, as well as tile, are being installed. Asphalt paving has started.

**UNFINISHED BUSINESS**

There was no unfinished business.

**NEW BUSINESS**

There was no new business.

**ADJOURNMENT**

Mr. Hill called for a motion to adjourn. Mr. Aufmuth so moved. Mr. Hughes seconded. The meeting was adjourned at 12:20p.

S. Allan Hill  
Chair, Board of Trustees

Beverly James  
Executive Director

Jill Cornwell  
Recording Secretary