

GREENVILLE COUNTY LIBRARY SYSTEM

BOARD OF TRUSTEES
Minutes of the Regular Meeting
12:00 PM
July 22, 2019

Present: Mr. Brian Aufmuth, Ms. Laura Baker, Mr. Kenneth Baxter, Dr. Grady Butler, Mr. Allan Hill, Mr. Tommy Hughes, Mr. Dick Jensen, Mrs. Glenda Julian, Mr. Joe Poore, and Mr. Chace Campbell, presiding.

(Attendance revised for correction 8/27/19, J. Cornwell)

Absent: Mrs. Deryl Paradis

Staff Present: Don Allen, Accounting Manager; Ann Bishop, Human Resources Manager; Greg Hester, Operations Manager; Brian Morrison, Access and Discovery Director; Beverly James, Executive Director; and Jill Cornwell, Administrative Projects Manager, acting as Recording Secretary.

CALL TO ORDER

Mr. Campbell called the meeting to order at 12:01p in the Board Room of the Hughes Main Library.

APPROVAL OF MINUTES

Mr. Campbell asked for corrections or additions to the draft minutes from the Regular Meeting of May 20, 2019. Hearing none, he asked for a motion to approve the minutes. Mr. Baxter so moved. Mr. Hughes seconded. All were in favor and the motion carried.

FRIENDS OF THE LIBRARY REPORT

No report was provided.

EXECUTIVE DIRECTOR'S REPORT

Mr. Campbell called on Ms. James to provide the Executive Director's Report. Ms. James reported that in line with Greenville County's base pay increase for county employees, a base pay increase of 2.5% effective July 14, 2019 was awarded to Library employees. She reminded trustees that the increase was included in the Library's FY20 Budget. She called on Mrs. Bishop who informed trustees that in the past month, the Library had responded to several requests for information from the consultants working on the compensation study. She stated that the consultants were in the process of analyzing in the information with a goal of having a recommendation for the Library Finance Committee in September.

Ms. James called on Mr. Allen to share information about the Library's current auditing contract. He stated that the Library's current contract with McKinley, Cooper, & Co., LLC would expire in the Fall. Mr. Allen noted that the auditors would be providing the FY19 Library audit report to the Board in September or October, and that it would be the final report under contract with that firm. He stated that the Library would go out to bid in the Fall for a new audit contract.

Mr. James called on Mr. Hester to provide several facilities updates. He stated that the Greer renovation was going well with substantial completion anticipated by the end of August. Mr. Hester reported that the portico ceiling demolition and repairs at eight branches had been completed within the Board's approved contingency funds for \$53,299. He also reported that the construction documents for the roof replacement at the Main Library had been completed and the Library would be submitting an Invitation for Bids within the next several weeks.

Ms. James passed around an article from *Metal Construction News* which featured the metal materials used for the exterior of Five Forks Branch. She also shared part of an article on public library projects from *Library Journal* which included information and a photo of the Five Forks Branch.

Ms. James referenced the handouts at each trustees' seat, including a promotional bookmark for the Friends of the Greenville County Library 2019 Fall Used Book Sale; South Carolina Room Historical Treasures bookmark promoting genealogy and local history databases and services; and a variety of Summer Reading logs for Summer Reading participants of all ages.

Request for Contingency Funds

Ms. James requested the use of Contingency Funds to pay attorney fees for the month of May totaling \$3883.32. Mr. Aufmuth moved to approve the request for Contingency Funds to pay attorney fees as indicated. Mr. Poore seconded. All were in favor and the motion carried.

EXECUTIVE SESSION

Mr. Aufmuth moved to enter into Executive Session for discussion and receipt of legal advice where the legal advice relates to a pending, threatened, or potential claim or other matters covered by the attorney-client privilege, settlement of legal claims, or the position of the Library System in other adversary situations involving the assertion against the Library System of a claim. Mr. Baxter seconded. All were in favor and entered into Executive Session at 12:14p.

Public Session reconvened at 1:27p.

NEW BUSINESS

There was no New Business.

UNFINISHED BUSINESS

There was no Unfinished Business.

ADJOURNMENT

Mr. Campbell called for a motion to adjourn. Mr. Hill so moved. Mr. Poore seconded and the meeting was adjourned at 1:29p.

Chace Campbell
Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary