

GREENVILLE COUNTY LIBRARY SYSTEM
BOARD OF TRUSTEES
Minutes of the Regular Meeting
12:00 PM
August 26, 2019

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

Absent: Ms. Laura Baker

Guest Present: Mr. Thomas A. Bright, Attorney at Law, Ogletree Deakins

Managers Present: Don Allen, Accounting Manager; Karen Allen, Youth Services 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. He announced that he would need to leave at 1:00p and that the Vice Chair, Dr. Butler would chair the meeting in his absence.

APPROVAL OF MINUTES

Mr. Campbell asked for corrections or additions to the draft minutes from the Regular Meeting of July 22, 2019. Hearing none, he asked for a motion to approve the minutes. Mr. Poore so moved. Mr. Baxter seconded. All were in favor and the motion carried.

FRIENDS OF THE LIBRARY REPORT

No report was provided.

OPERATIONS COMMITTEE REPORT

Mr. Hughes reported that the Operations Committee met on August 5, 2019 without a quorum. He stated that no action was taken at the meeting; however, those trustees present at the meeting reviewed the three policies under consideration with staff and provided input on the proposed revisions for each. He referenced individually *the User Registration Policy*, *the Public Computer Use Regulations*, and *the Fine/Fees Policy* and offered to answer any questions trustees may have on each. Hearing none, he concluded his report.

BUILDINGS AND GROUNDS COMMITTEE REPORT

Mr. Hill reported that the Buildings and Grounds Committee met August 14, 2019 and moved on behalf of the committee to purchase the Blue Ridge property including an additional 50-foot wide adjacent track for a total purchase price of \$88,000. Mr. Poore noted that the purchase price was above the appraised value of the property, and the committee felt that making the offer was an opportunity to lock down the property to hold it for potential use. With no further questions, Mr. Campbell asked that all in favor of purchasing the property as presented indicate in the affirmative. All were in favor and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

Mr. Campbell called on Ms. James to provide the Executive Director's Report.

Request for Contingency Funds

Ms. James requested the use of Contingency Funds to pay attorney fees totaling \$1855. Mr. Poore moved to approve the request for Contingency Funds to pay attorney fees as indicated. Mr. Baxter seconded. All were in favor and the motion carried.

Policy Revisions for Board Consideration

Ms. James indicated that three policies were being brought directly to the full Board for action:

1) *User Registration Policy* – Ms. James referenced the copy of the policy showing tracked changes and proposed revisions. With no questions or comments, Mr. Baxter moved to approve the policy as presented. Ms. Paradis seconded. All were in favor and the motion carried.

2) *Public Computer User Regulations* – With no questions or comments concerning the draft revisions, Ms. Paradis moved to approve the *Public Computer User Regulations* as presented, Mr. Hughes seconded. All were in favor and the motion carried.

3) *Fines/Fees Policy* – With no questions or comments concerning the Draft *Fines/Fees Policy*, Mr. Baxter moved to approve the policy as presented, Mr. Aufmuth seconded. All were in favor and the motion carried.

Ms. James noted that her Performance Review is due in October and that she would be getting with Mr. Hughes, Operations Committee Chair, to schedule a meeting for the Operations Committee which is responsible for conducting it.

She called on Mr. Hester to provide an update on the Greer Branch renovation. Mr. Hester informed trustees that although the contractor had projected a substantial completion date of 8/27/19, he noted several items were not completed. He reported that one of the air handling units had not shipped and furniture and shelving move-in had been pushed out a week. Mr. Hester reported that the fiber optic cable will need to be replaced and an internet circuit connected by AT&T prior to re-opening of the branch. Ms. James acknowledged that the timing of the replacement and connection would potentially hold up the project. She stated that staff was hoping to have more information concerning a schedule soon.

UNFINISHED BUSINESS

Ms. Paradis inquired about the status of the portico replacements and asked for confirmation that all had been completed. Mr. Hester stated that all were completed with the exception of the Greer branch which will be completed in the next couple of weeks as part of the renovation.

Ms. Paradis noted that six trustee positions were up for Library Board re-appointments and asked Ms. James to indicate trustees who had not re-applied. Ms. James stated that she had learned from the Clerk to County Council that Mr. Campbell and Dr. Butler had not reapplied to be considered for appointment. As additional information for those present, Ms. Paradis read the names of the six trustees who were eligible to be considered for reappointment: Chace Campbell, Grady Butler, Laura Baker, Allan Hill, Joe Poore and Tommy Hughes.

NEW BUSINESS

State Aid Agreement and Library Budget Form for FY2020

Ms. James asked if there were questions concerning the *State Aid Agreement and Library Budget Form for FY2020* provided to trustees in their packets. Mr. Baxter asked for greater explanation of its purpose, which Ms. James provided. Following discussion, Mr. Poore moved to approve the *State Aid Agreement and Library Budget Form for FY2020*. Mr. Hughes seconded and the motion carried. As required by the South Carolina State Library, the *State Aid Agreement and Library Budget Form for FY2020* was signed by the Board Chair in the presence of a quorum.

2020 Holiday/Closing Schedule

Mr. Campbell referenced the Draft of the *2020 Holiday/Closing Schedule* and called for any comments or discussion. Dr. Butler moved to approve the Schedule as presented, Ms. Paradis seconded. All were in favor and the *2020 Holiday/Closing Schedule* was approved.

Ms. Paradis inquired about whether or not the Board would want to consider permitting trustees who were not assigned to a committee to attend a committee meeting and count toward a quorum, stating that such

permission would allow other trustees to fill in when a committee was short in attendance toward a quorum. Mr. Campbell indicated that the change would require a revision to the Board's bylaws. There was no further discussion.

EXECUTIVE SESSION

Mr. Hill moved to enter into Executive Session for the purpose of discussion of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee regulated by the Library Board. Mr. Aufmuth seconded. All were in favor and the meeting entered into Executive Session at 12:29p.

Public Session reconvened at 2:09.

ADJOURNMENT

Dr. Butler adjourned the meeting at 2:11p.

Chace Campbell
Chair, Board of Trustees

Grady Butler
Vice Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary