

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

November 18, 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, Mrs. Deryl Paradis, Mr. Joe Poore, and Mr. Chace Campbell, presiding as Chair.

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

Managers Present: Don Allen, Accounting Manager; Brian Morrison, Access and Discovery Director; Oliver Roosevelt, Senior Network Administrator; Beverly James, Executive Director; and Jill Cornwell, Administrative Projects Manager, acting as Recording Secretary.

Other Staff Present: Rachel Inabinet

CALL TO ORDER

Mr. Campbell called the meeting to order at 12:00p 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 Special Called Meeting of October 24, 2019. Hearing none, he asked for a motion to approve. Mrs. Paradis so moved. Mr. Aufmuth seconded and the minutes were approved.

Mr. Campbell asked for corrections or additions to the draft minutes from the Meeting of October 28, 2019. Mrs. Paradis noted that the Friends Used Book Sale figure in the Friends Report Section needed to be inserted, and that the Volunteer Reception date in the Executive Director's Report needed to be corrected. With no further changes, Mr. Campbell asked for a motion to approve the minutes as presented with the stated revisions. Mr. Aufmuth so moved. Ms. Baker seconded. All were in favor and the motion carried.

NOMINATING COMMITTEE REPORT

Mr. Hughes announced the proposed Slate of Officers for Calendar Year 2020 as follows:

Chair – Allan Hill

Vice Chair – Joe Poore

Secretary – Deryl Paradis

Treasurer – Ken Baxter

Mr. Campbell stated that since the motion came out of committee, a second was not needed. He called for any nominations from the floor. Hearing none, the Slate of Officers for Calendar Year 2020 was approved as presented.

FINANCE COMMITTEE REPORT

No action was taken. Mr. Poore reported that the Finance Committee received the report of the Compensation Study which the Board had previously authorized. He stated that the report was good, but the Finance Committee referred the study back to management for follow up questions and to clarify the scope and nature of the problem. He provided an overview of the information presented to the Finance Committee, including a detailed explanation of the study's findings, and the proposed formula to address salary compression issues that have occurred over time. Following questions and discussion, Mr. Poore encouraged trustees present to engage in the discussion when staff report back to the Finance Committee and before a recommendation is presented to the full Board. Ms. Paradis asked what the timeframe was for bringing the report back to the Finance Committee. Mr. Poore indicated that he hoped it would be ready by the end of January.

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 and expenses billed in October totaling \$1,927.50. Mr. Aufmuth moved to approve the request for Contingency Funds to pay attorney fees and expenses as indicated. Ms. Baker seconded. All were in favor and the motion carried.

Unbudgeted State Aid

Ms. James referenced the email sent to trustees with the meeting packet which included an explanation of the Unbudgeted State Aid request. She informed trustees that staff would like to use the unbudgeted \$112,806 of State Aid the Library will receive this fiscal year towards the purchase of new redundant storage system and a VMWare upgrade totaling \$103,827.54. Ms. James stated that the remaining \$8,979.46 would be used to purchase three AWE computers for the Children's Area at Main scheduled as replacements this fiscal year. Ms. Paradis asked where funds for the AWE computers would normally come from. Ms. James responded that the funds were already included in the Library's FY20 operating budget and the purchase of the computers with State Aid would allow staff to get ahead of already approved spending in the coming fiscal year. Ms. Baker asked if the Unbudgeted State Aid could be used for professional development. Ms. James indicated that she would check to confirm if that was an acceptable use of the funds. Ms. Paradis moved to approve the purchases as presented. Mr. Poore seconded. All were in favor and the motion carried.

During the meeting, Don Allen confirmed that the Unbudgeted State Aid funds could be used for professional development and training. Ms. Baker moved to reopen the discussion of Unbudgeted State Aid. Mr. Baxter seconded. All were in favor and the discussion was re-opened. Ms. Baker asked Ms. James several questions about how funds for staff professional development were budgeted, spent and distributed. Ms. James responded that managers include requests for specific trainings in their budget requests each year and that in addition some funds are set aside each year for recurring professional development such as the South Carolina Library Association (SCLA) Conference. Ms. James stated that the Library may not always send staff to the SCLA Conference, adding that any request for conference was considered based on the benefit the sessions and topics would have for the Library. In response to additional questions from Ms. Baker, Ms. James stated that the amount budgeted for the current year should be enough. She added that Staff Development did a good job of making staff aware of training opportunities and that staff knows to ask their immediate supervisor if they are interested in attending a conference. Ms. Baker thanked Ms. James for her responses. Mr. Campbell announced that the re-opened discussion did not amend the original motions or action, so the previous vote on the subject would stand approved.

Ms. James shared the 2019 American Institute of Architects Greenville Chapter Student Choice Award for New Construction presented to McMillan Pazdan Smith for the Five Forks Branch.

Ms. James presented parting gifts to outgoing trustees, Mr. Campbell and Dr. Butler for their dedication and service to the Library System. Dr. Butler stated that he was concluding his 8th year of service on the Library Board, adding that he wished trustees much success going forward. Mr. Campbell remarked that his service on the Board had been a joy to him, adding that one of the greatest joys of serving was the collegiality of the members, and that he considered them as friends. Each was given a round of applause in recognition of his service and commitment to the Board and Library System.

OPERATIONS COMMITTEE REPORT

Mr. Hughes 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 Executive Session convened at 12:35p.

Public Session reconvened at 1:13p. No action was taken in Executive Session.

EXECUTIVE SESSION

Mr. Campbell 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. Bright and Ms. James were asked to join the Executive Session. The meeting entered into Executive Session at 1:15p.

Public Session reconvened at 1:58. No action was taken in Executive Session.

UNFINISHED BUSINESS

Ms. Paradis asked about the status of the patron request to remove CNN from showing on the monitors in the lobby area at Main. Ms. James stated that the Library was looking into its current subscription to assess channel options.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

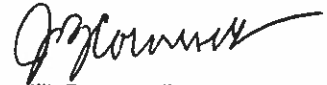
Mr. Campbell called for a motion to adjourn. Mr. Baxter so moved. Dr. Butler seconded and the meeting was adjourned at 2:00p.



S. Allan Hill
Chair, Board of Trustees



Beverly James
Executive Director



Jill Cornwell
Recording Secretary