

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

October 26, 2020

Present: Mr. Brian Aufmuth, Ms. Laura Baker, Mr. Kenneth Baxter, Mr. Tommy Hughes, Mrs. Deryl Paradis, Mr. William Pinkston, and Mr. S. Allan Hill, presiding.

Absent: Mr. Dick Jensen, Mr. Joe Poore, Mr. Dan Wooster, Mrs. Glenda Julian

Managers Present: Ann Bishop, Human Resources Manager; Don Allen, Accounting 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 12:03p.

APPROVAL OF MINUTES

Mr. Hill asked for corrections or additions to the draft minutes from the Regular Board of Trustees Meeting of September 28, 2020. Hearing none, he called for a motion to approve. Mr. Hughes moved to accept the minutes. Mr. Aufmuth seconded. All were in favor and the motion carried.

PRESENTATION OF ANNUAL AUDIT

Ms. Sheryl Medders, CPA, McKinley, Cooper & Co., Inc. reviewed several sections of the audit of the year ended June 30, 2020 that trustees received in their meeting packets. She stated that the audit cited a "clean opinion" of the Library's financial statements, meaning that its financial statements are fairly presented in accordance with generally accepted accounting principles. She noted that the Library's financial position was excellent and, as in the past several years, it continues to improve.

FINANCE COMMITTEE REPORT

Mr. Baxter referred to the Draft Compensation Plan that trustees received in their meeting packets noting that the latest draft included two changes (addition of two definitions in the Glossary of Terms) that were made during the Finance Committee meeting on October 13th to consider revisions to the plan. Following discussion, Mr. Baxter moved on behalf of the Finance Committee to approve the revisions to the Compensation Plan as presented. All were in favor and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

Ms. James reported that a Supervisors' Meeting was held virtually and each Access and Discovery manager reported on how things were going since all Library System locations had opened. She stated that her biggest take-away from the meeting was that all locations were experiencing high turnover in the public's use of our buildings while maintaining the lowered occupancy limits. In response to a question, Ms. James reported that she had been visiting each location and it appeared that staff were comfortable with the way things were going. Ms. Bishop added that she felt staff was much more comfortable since we opened to the public. Ms. James noted that we had received mostly positive comments from the public since all locations had opened.

Ms. James noted that staff was exploring how best to restart Bookmobile services and were working on a modified schedule that would continue to reach the remote areas of the county. Staff efforts to reinstate the service would include staff getting in touch with active bookmobile users concerning the modified schedule.

Ms. James reported that in response to requests received from the public, next week the Library System was going to start providing at least two study tables with one to two chairs at each location. She stated that sign-ups would be required and a one-hour time limit would be in place. Extended use may be allowed if it appears that no one else is waiting for a table.

Ms. James informed trustees that the Library's second application to the County for CARES Act reimbursement funds was approved for approximately \$15,000. She stated that the request included more counter shields and the wireless antennas used to strengthen and extend the Library System's wireless network coverage of branch parking lots. Mr. Pinkston inquired about how the public was being made aware of the free wireless service and suggested the possibility of adding signage about it. Ms. James noted that information was included on the Library System's website and in social media postings. She said she would look into adding signage at locations to help promote the service as well.

Ms. James called attention to the "Seed Library Greenville Growing Guide" at the places of those present. While it's not a Library System publication, the guide was published by the Greenville County Soil and Water Conservation District, our partner for the Seed Library program, with a grant from Duke Energy. She noted that the guide would be mailed to trustees who had not yet received a copy.

UNFINISHED BUSINESS

There was no unfinished business. In response to a question, Mrs. Bishop stated that since June, the Library had had two employees who tested positive for COVID-19: one at a branch, and one at Main.

NEW BUSINESS

Mr. Hughes made an announcement that the Nominating Committee was planning to meet on November 12th, and he asked that trustees contact a member of the committee and/or Bev by this Friday, October 30th if they were interested in nominating someone to serve on the Executive Committee, or if they were interested in serving on, or continuing in their current position on the Executive Committee.

Mr. Hill requested that trustees respond to emails concerning requests for a quorum so that proper planning could occur for Board of Trustees meetings.

ADJOURNMENT

With no further business, Mr. Hill asked for a motion to adjourn. Mr. Aufmuth so moved. Mr. Hughes seconded. All were in favor and the meeting adjourned at 1:13p.

S. Allan Hill
Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary