

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

March 28, 2022

**Present:** Mr. Brian Aufmuth, Ms. Laura Baker, Mr. Kenneth Baxter, Dr. Sid Cates, Mrs. Elizabeth Collins, Mr. James Hoard, Mr. Tommy Hughes, Mrs. Kristen Odom, Mr. Bill Pinkston, Mr. Joe Poore, and Mr. Allan Hill, presiding.

**Staff Present:** Don Allen, Accounting Manager; Karen Allen, Youth Services Manager; Ann Bishop, Human Resources Manager; Greg Hester, Operations Manager; Teresa Lanford, Access Manager; Brian Morrison, Access and Discovery Director; Jimmy Wooten, Community Engagement Manager; Jerry Osteen, IT 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 12:05p.

**APPROVAL OF MINUTES**

Mr. Hoard moved for the approval of the minutes of Board of Trustees Meeting, January 24, 2022, as presented. Mr. Baxter seconded. Motion carried unanimously.

**FINANCE COMMITTEE REPORT**

Proposed FY23 Budget

Mr. Baxter called attention to the *FY23 Proposed Budget* and called for questions. He informed trustees present that the Finance Committee met and was recommending the *FY23 Proposed Budget* as presented. A second was not needed with the recommendation coming from a committee. Mr. Hill asked for those in favor to indicate in the affirmative. All were in favor and the *FY23 Proposed Budget* was passed unanimously.

FY22 Lottery Funds Proposed Expenditure Plan

Mr. Baxter referred to the *FY22 Lottery Funds Proposed Expenditure Plan* and noted that the items listed were not part of the Library System's proposed FY23 Budget and called for questions. Ms. James noted that purchases with lottery funds must be made by June 30, 2022. Following discussion, Mr. Baxter moved on behalf of the Finance Committee to approve the *FY22 Lottery Funds Proposed Expenditure Plan* as presented. All were in favor and the *FY22 Lottery Funds Proposed Expenditure Plan* was approved.

**EXECUTIVE DIRECTOR'S REPORT**

Proposed Designated Fund Balance Item

Ms. James called attention to the *Proposed Designated Funds Balance Item* document containing a detailed description, cost estimates, and justification for designating funds for deferred facilities capital maintenance items. In response to a question, Ms. James made the distinction that the Library's Capital Fund Account would cover capital expenditures associated with any new branch construction. She indicated that while there was no timetable established for new construction, she would be bringing the Library's Capital Plan to the Buildings and Grounds Committee in the next couple of months as an update.

Ms. James reported that the Library was requesting proposals to replace the outdoor digital display system located at the Hughes Main Library and that meeting room attendance was picking up. She asked Ms. Allen to provide information on attendance at recent Children's programs held in the meeting spaces and Ms. Allen gave a brief report and answered questions.

Ms. James called attention to the handouts provided to Trustees:

- *Pop Up Seed Library Schedule*
- *March 2022 Event Guide*
- *April/May Event Guide*
- *Library Now, Issue 7*
- Set of bookmarks with new designs and promotional messaging about library resources and services

She called on Mrs. Cornwell to respond to a question from Mr. Hoard about the Meeting Spaces Use Policy. Mrs. Cornwell reported that the spaces were being used more regularly, and staff was doing a great job navigating new processes and providing consistent instruction to members of the public regarding their use of meeting spaces.

Mr. Aufmuth asked when we would begin using the new 2020 Census population count for the county. Ms. James responded that it was included as an item in the State Library's budget request. Mr. Allen indicated that if the 2020 Census was adopted by the state legislature, the Library System would receive more State Aid than was proposed because it was based on the 2010 Census. He also noted that a proposed expenditure plan for any additional unbudgeted State Aid would be presented to the Library Board.

#### **UNFINISHED BUSINESS**

There was no unfinished business.

#### **NEW BUSINESS**

There was no new business.

#### **ADJOURNMENT**

Mr. Hill asked for a motion to adjourn. Mr. Aufmuth so moved. Mr. Hoard seconded. All were in favor and the meeting adjourned at 12:36p.

S. Allan Hill  
Chair, Board of Trustees

Beverly James  
Executive Director

Jill Cornwell  
Recording Secretary