

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

May 23, 2022

Present: Mr. Brian Aufmuth, Mr. Kenneth Baxter, Mrs. Elizabeth Collins, Mr. James Hoard, Mr. Tommy Hughes, Mrs. Kristen Odom, Mr. Bill Pinkston, and Dr. Sid Cates, presiding.

Absent: Ms. Laura Baker, Mr. S. Allan Hill, Mr. Joe Poore

Staff Present: Don Allen, Accounting Manager; Karen Allen, Youth Services Manager; Greg Hester, Operations Manager; Teresa Lanford, Access Manager; Brian Morrison, Access and Discovery Director; Jerry Osteen, IT Manager; Jimmy Wooten, Community Engagement Manager; Beverly James, Executive Director; and Tammy Brinck, Administrative Assistant, acting as Recording Secretary.

Guests: Mandy Cooper and Bryce Maxwell, Messineo Scholarship recipients

CALL TO ORDER

Dr. Cates called the meeting to order at 12:00p.

Dr. Cates called on Ms. James who acknowledged the passing of former board member, Mr. Joe Allen. She shared that tentative funeral arrangements were planned for June 6th at Heritage Bible Church in Greer.

RECOGNITION OF GREENVILLE LIBRARY STAFF EDUCATION FUND/MESSINEO SCHOLARSHIP RECIPIENTS

Dr. Cates called on Ms. James who stated that two of the three Library System staff members who received a scholarship award this year were present.

Mandy Cooper, from the Travelers Rest Branch, expressed her thanks for the scholarship funds and informed trustees that she is working towards a master's degree in library science. Bryce Maxwell, from the Fountain Inn Branch, expressed his appreciation for the scholarship funds and shared that he is pursuing a master's degree in library science. His special interest is archives. Thomas Calamia, from the Five Forks Branch, was not present. Ms. James noted he was pursuing a master's degree in library science. The recipients received a round of applause from meeting attendees.

APPROVAL OF MINUTES

Mr. Aufmuth moved for the approval of the minutes of Board of Trustees Meeting, April 25, 2022, as presented. Mr. Hughes seconded. Motion carried unanimously.

OPERATIONS COMMITTEE REPORT

Grievance Procedure and Related Note for Greenville County Personnel Handbook

Mr. Hughes referenced both items and invited questions and comments. Hearing none, he moved to approve the *Grievance Procedure* and related note for the Greenville County Personnel Handbook as presented. Mr. Aufmuth seconded. All were in favor and the motion carried.

Code of Conduct Revision

Mr. Hughes referenced the document and Mr. Baxter commented that he thought everything was covered. There being no further comments, Mr. Hughes moved to approve the revised *Code of Conduct* as presented. All were in favor and the motion carried.

Public Photography/Recording Policy

Mr. Hughes introduced the item and invited questions and comments. Hearing none, he moved to approve the policy revisions as presented. All were in favor and the motion carried.

Policy on Appearances Before the Board

Mr. Hughes introduced the item and invited questions. Hearing none, he moved to approve the policy as presented. All were in favor and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

FY23 –25 Technology Plan

Mrs. James referenced the *Corrections for Draft 2023-2035 Technology Plan* handout provided at each Board member's place. She called on Mr. Osteen to review the items listed on the *FY23-25 Technology Plan Projected Timeline* handout provided to the trustees at the meeting. He noted that the Technology Plan is compiled every three years to fulfill one of the requirements to apply for E-Rate funds and responded to questions.

Mr. Baxter inquired about the planning for replacement of technology. Mr. Osteen stated that replacement is most beneficial on a three or four year cycle. The Library System currently uses the longer of these two periods. Mr. Aufmuth inquired about the timing for generators and replacement battery backups at Greer and Five Forks branches since they were recently built. Mr. Osteen explained that the current battery backups at those locations have a short lifespan and the planned replacement units will reduce the need to change the batteries as often. Installing generators at Greer, Five Forks, and Travelers Rest will help ensure that Library System operations are supported in case of a catastrophic failure at Main, while continuing to serve surrounding areas of the county when they experience power outages. Mr. Osteen noted that replacement of these new generators would be every 10 to 20 years. Ms. James noted that items in the Technology Plan would be re-visited at least annually as part of the Library System's operating budget development process.

Mr. Aufmuth motioned to approve the *FY23-25 Technology Plan* as presented. Mrs. Collins seconded. All were in favor and the motion was passed unanimously.

UNFINISHED BUSINESS

Ms. James mentioned that no one spoke in favor or against the Library System's proposed operating budget at the public hearing during the County Council meeting on May 17. The second reading of the budget was approved by Council and no member requested the opportunity to offer an amendment at the third reading. She called attention to the current Event Guide and Summer Reading Booklet handouts provided for Board Members and also recognized that Summer Reading registration started last week with kick-off events held at Main, Five Forks and Travelers Rest.

NEW BUSINESS

There was no new business.

ADJOURNMENT

Dr. Cates adjourned the meeting at 12:29p.

Sid Cates
Vice-Chair, Board of Trustees

Beverly James
Executive Director

Tammy Brinck
Acting Recording Secretary