

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

August 22, 2022

Present: Mr. Brian Aufmuth, 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. S. Allan Hill, presiding.

Absent: None

Guests: Vicky Fritz-Hamilton, GCLS Retiree, and John Gray, NAI Earle Furman

Managers Present: Don Allen, Accounting Manager; Karen Allen, Youth Services Manager; Ann Bishop, Human Resources Manager; Jed Cridland-Hughes, Discovery Manager; Greg Hester, Operations Manager; Teresa Lanford, Access Manager; Brian Morrison, Access and Discovery Director; Jimmy Wooten, Community Engagement 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 12:01p.

APPROVAL OF MINUTES

Mr. Poore moved for the approval of the minutes of Board of Trustees Meeting, May 23, 2022, as presented. Mr. Baxter seconded. Motion carried unanimously.

Mr. Hoard moved for the approval of the minutes of the Special Called Meeting, July 27, 2022, as presented. Mr. Aufmuth seconded. Motion carried unanimously.

RETIREMENT RESOLUTION

Mr. Hill recognized Mrs. Fritz-Hamilton and read aloud a resolution in recognition of her many years of service and retirement from the Library System. A round of applause was given by those present following the reading. Mrs. Fritz-Hamilton thanked the Board and various Managers she had worked with over the years and Mr. Hill presented her the resolution.

FINANCE COMMITTEE REPORT

Mr. Baxter recounted the discussion at the Finance Committee meeting on August 11, 2022, and called on Mr. Poore to provide details of the committee's ultimate decision to propose a one-time 6% inflation bonus for staff beginning with the quarter ending September 30, 2022 through the quarter ending June 30, 2023. Mr. Poore acknowledged the difference between an adjustment for just one year and a base pay increase, noting that the Library System's use of the Bureau of Labor Statistics' Employment Cost Index (ECI) as a benchmark for annual pay increases had been in place for several years. Mr. Pinkston stated that the bonus payment to Library employees was a type of 'stop gap' measure.

Mr. Baxter called on Mr. Allen who shared a handout entitled, *Withholding Treatment of Bonus Pay* and explained Federal withholding as it pertains to Bonus Pay. He also pointed out that the South Carolina Retirement System does not consider Bonus Pay as part of the regular salary base, and that the inflation bonus would not be subject to retirement contribution which otherwise would be 9% of gross wages for employees.

Mr. Hill added that County Council met recently and decided to raise the pay of their employees 6%. He stated that the Library System had stopped using the County's compensation processes as a benchmark several years ago and added that Library System employees had already received a 2.7% permanent pay increase based on the Employment Cost Index (ECI). Mr. Hill noted that with

the proposed 6% inflation bonus Library System employees would in effect be getting a total increase of 8.7% for the fiscal year, which is above the percentage approved for County employees, even though the Library System's compensation adjustments were being provided in a different manner.

Without further discussion, Mr. Baxter stated that the Finance Committee proposed to award a 6% inflation bonus to staff quarterly on wages earned, to be paid beginning with the quarter ending September 30, 2022. Mr. Hill noted that a motion from a committee did not require a second, and called for a vote. All were in favor and the motion carried. Mr. Poore added that the bonus would be retroactive from the first pay period of the fiscal year, as of July 10, 2022. Mr. Allen confirmed that the raise would be based on the employee's wages for the quarter.

BUILDINGS AND GROUNDS COMMITTEE REPORT

Blue Ridge Property

Mr. Poore stated that the Library System had evaluated properties in the Blue Ridge area for some time, and that Mr. Hughes was the one who had uncovered the site located in the heart of the Blue Ridge community that was eventually acquired by the Library System. He noted that the area, currently being served by the Bookmobile, was continuing to grow. Mr. Poore stated that the committee's motion was not to approve that the library branch be built, but to authorize staff to move forward in seeking architectural services for its design and layout. Mr. Hill stated that a second was not required since the motion was coming out of a committee.

Mr. Hughes commented that he was deeply appreciative and shared how the community's growth over the years led to new schools being constructed to serve the increasing student population. He added that this motion was coming at a good time. Mr. Hill noted the personal caliber of Mr. Hughes, adding that as a principal for many years, Mr. Hughes visited the home of every single new student at his school to read a book to them.

Without further discussion, Mr. Hill called for those in favor of authorizing Library System staff to move forward in seeking an architectural services firm for the design and layout of the Blue Ridge branch library to indicate in the affirmative. All were in favor, and the motion carried unanimously.

Executive Session

Mr. Baxter moved that the Board enter into Executive Session for the purpose of discussion of negotiations incident to proposed purchase of property. Mr. Hoard seconded and the meeting moved into Executive Session at 12:42p.

The Board reconvened the public session at 1:41p. Mr. Hill announced that there had been no motions or decision in Executive Session.

Pelham Road Branch

Mr. Hill stated that a motion was needed to authorize the Board Chair to sign an offer for the discussed, undisclosed property in the amount of \$6,000,000 with \$50,000 in earnest money from the Library's Capital Account, and the expenditure of up to \$50,000 in Contingency Funds to be used for a proposed 180-day due diligence period, with a 60-day extension option and a 30-day close period to be included in the offer. Mr. Hoard so moved. Mr. Baxter seconded. With no further discussion, Mr. Hill asked all in favor to indicate in the affirmative. All were in favor and the motion carried unanimously.

EXECUTIVE DIRECTOR'S REPORT

Ms. James called attention to the Pop-up Seed Library schedule and Code of Conduct brochure handouts at each trustee's seat.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

There was no new business.

APPEARANCES

Mr. Hill stated that several individuals had signed up to appear before the Board. Each individual was called on and provided three (3) minutes to share their comments: Miles Dame, for the purpose of "Discuss GCLS Vision and Mission"; Stephen Shelato, for the purpose of "LGBT+"; and Tyler Prescott, for the purpose of "Pride displays conversation."

ADJOURNMENT

Mr. Hill asked for a motion to adjourn. Mr. Hoard so moved. Mr. Poore seconded. All were in favor and the meeting adjourned at 2:00p.

S. Allan Hill
Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary