

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

October 24, 2022

Present: Mr. Brian Aufmuth, Mr. Kenneth Baxter, Dr. Sid Cates, Mrs. Elizabeth Collins, Mr. James Hoard, Mr. Tommy Hughes, Mrs. Marcia Moston, Mrs. Kristen Odom, Mr. Bill Pinkston, Mr. Joe Poore (via conference phone), and Mr. S. Allan Hill, presiding.

Absent: None

Managers Present: 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 12:05p.

APPROVAL OF MINUTES

Mr. Hill moved for the approval of the minutes of Board of Trustees Meeting, August 22, 2022, as presented. Mr. Baxter seconded. Motion carried unanimously.

Mr. Hughes moved for the approval of the minutes of the Special Called Meeting, September 9, 2022, as presented. Mr. Aufmuth seconded. Motion carried unanimously.

Mr. Baxter moved for the approval of the minutes of Board of Trustees Meeting, September 26, 2022, as presented. Mrs. Collins seconded. Motion carried unanimously.

Mr. Hill acknowledged newly appointed trustee, Marcia Moston in attendance, and welcomed her.

APPEARANCES

Mr. Hill stated that a good number of individuals had signed up to speak, but the time allotted for appearances at the meeting was 30 minutes. He reminded individuals present that they would be allowed up to three (3) minutes to share their comments. The following individuals appeared before the Board of Trustees:

- 1) Jeff Davis, for the purpose of "Childrens Books"
- 2) Roman Fuller, for the purpose of "literacy"
- 3) Jill Hood, for the purpose of "Childrens Books"
- 4) Josh Malkin for the purpose of "children's books + respect"
- 5) David Funderburk, for the purpose of "Parenting literature"
- 6) Savah Adeyinka-Skola, for the purpose of "Children's books"
- 7) Susan Ward, for the purpose of "children's book"
- 8) Miles Dame, for the purpose of "neutrality"
- 9) Denise Cassano, for the purpose of "Children's Books"
- 10) Cathleen Griffeth, for the purpose of "Books in library"
- 11) Stephen Shelato, for the purpose of "Board training"
- 12) Joanna Jones, for the purpose of "books"
- 13) Jeff Brown, for the purpose of "explicit books"

FINANCE COMMITTEE REPORT

Library System Auditing Services

Mr. Baxter explained that the Library System's current auditing services provider, McKinley, Cooper & Co., LLC notified the Library System that CPA, Matt Phillips, the partner who handles the Library System's account, would be leaving to start his own firm. Mr. Baxter stated that since the Finance Committee Meeting, he had confirmed as requested by the committee that Mr. Phillips would be subject to the same regulations as the current accounting firm providing auditing services. Following discussion, he moved on behalf of the Finance Committee to approve the transfer of the Library System's audit file to Matt Phillips for the FY23 audit. As documented in the committee's discussion, the Finance Committee's recommendation included exercising the four-year renewal option by awarding it to Mr. Phillips at a rate of \$13,500 per year beginning with FY24. All were in favor and the motion carried as presented.

Library System Purchasing Card

Mr. Baxter stated that, if approved, the Library System would have a purchasing card which offered many benefits including rebates of \$8,000 to \$44,000 per year, and the ability to place spending limits per card and run reports for spending. He reported that the Library System had considered three proposals for a purchasing card and the Finance Committee decided to go with the Library System's current bank. Mr. Poore added that the cards could allow limits on card use per individual as well as other fraud protections. Mr. Baxter stated that training on how to use the purchasing card would be provided. Mrs. Collins confirmed that Greenville County had an existing training manual on how they use their purchasing cards. Mr. Baxter stated that the Library would be mirroring the County's existing policies and procedures concerning use of the purchasing cards. Without further discussion, he moved on behalf of the Finance Committee to implement a purchasing card program with the Library System's current bank and an initial credit limit amount of \$300,000. All were in favor and the motion carried.

EXECUTIVE DIRECTOR'S REPORT

Annual Report of Lottery Expenditures FY2022

Ms. James referred to the South Carolina State Library *Annual Report of Lottery Expenditures* form for FY22 and stated that the form needed to be approved and signed in the presence of a quorum of the Library Board of Trustees. Mr. Hill read the form which detailed the funding categories and FY22 expenditures within each category. Mr. Hoard moved to approve and sign the form. Mrs. Odom seconded. All were in favor and Mr. Hill signed the *Annual Report of Lottery Expenditures* form for FY22.

Proposed Revisions for Policy on Appearances Before the Library Board of Trustees

Ms. James referenced the proposed revisions sent to the Board of Trustees prior to the meeting, noting that the proposed revision would permit appearances by the public only at regularly scheduled Board of Trustees Meetings, not committee meetings of the Board. Mr. Pinkston added that the revision also meant that appearances would not be permitted at Special Called Meetings of the Board of Trustees. In response to a question, Ms. James confirmed that the proposed revisions would be in effect upon approval. Mrs. Collins moved to approve the proposed revisions for the *Policy on Appearances Before the Library Board of Trustees* as presented. Mr. Aufmuth seconded. All were in favor and the motion carried.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

Mr. Hill handed out copies of the September/October *Library Event Guide* to trustees present and stated that he and some of the trustees had received comments and objections regarding a book club that was advertised. The announcement in question read as follows:

Rainbow Book Club (registration required) ages 18+
Celebrate LGBTQIA+ literature with a welcoming and inclusive community of bookworms.
Honey Girl by Morgan Rogers, Wed. Sep 21, 6p-7:30p
Cemetery Boys by Aiden Thomas, Wed. Oct 19, 6p-7:30p

Mr. Hill pointed out that the Library Event Guide was not advertising independent book clubs or events. All library organized book clubs, including themed book clubs, are organized and led by a paid member of library staff. Mr. Hill stated that, to his knowledge, this was the first time that library funds had been used to advertise or staff an LGBT+ program.

Mr. Hill noted in discussion that followed that the Library System could not appear to be taking sides. Mr. Aufmuth stated *for the record*, that when Mr. Hill used the term "we" he meant "in his opinion." He asked Mr. Hill to provide a policy statement that had been violated. Mr. Hill referred to the *Collection Development and Maintenance Policy* statement, "*The Library will neither promote nor censor any particular religious, moral, philosophical or political conviction or opinion.*" Mr. Hill added that the Library had customarily stayed away from controversial issues. Following discussion, he stated that the Library System has a responsibility to remain neutral, and that he would ask a committee to look at a policy for Library System book clubs going forward.

Ms. James asked if going forward, book clubs could be advertised in the upcoming Event Guide, and if so, how were they to be referenced. Following further discussion about labeling of book clubs and maintaining consistency in how book clubs were promoted, Mrs. Collins moved that until further notice, staff remove themed descriptions on all book clubs, retaining a consistent title, until a policy can be written to clarify. Mr. Hoard seconded. Ms. James clarified that the title of the book club would indicate the Library location, and the description would include a simple description of "read and discuss" or "compare and discuss", along with listing the featured book title(s). The directive was approved.

In response to inquiry, Mr. Hill confirmed that all trustees were welcome to attend any and all committees of the Library Board of Trustees.

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 1:50.

S. Allan Hill
Chair, Board of Trustees

Beverly James
Executive Director

Jill Cornwell
Recording Secretary