

York County Library Board of Trustees
Minutes from March 14, 2024 Meeting - York Public Library

The YCL Board meeting was called to order at 6:07 pm by Dahlin, Board Chair. A quorum was determined with the following trustees in attendance: Debra Dahlin, Dennis Getter, Wendi Michael, Timothy Steele, Susan Piening, and Anne Witte. Absent was Charles Robinson. Also present from YCL: Martin House, Buffy Koran, Lee Smith, and Julie Ward.

Public comment

Dr. Latoya Dixon, Rock Hill, South Carolina - Speaking in favor of agenda item: Director's Report, Financial Report. Dr. Dixon is the Assistant Superintendent of Academic Innovation & Professional Learning for York School District One. She discussed the importance of broadband and internet for rural areas and districts. This includes providing affordable and quality internet connectivity to help in educating children. Shared broadband connectivity maps provided by the SC Broadband Office with the board identifying areas of low access or no service.

Lacey Lane, Fort Mill, South Carolina - Speaking in favor of agenda item: Old Business, Strategic Planning Committee Report. Would like to address issues not aligned with the library mission such as mobile hotspots as it seemed like a concern to some board members. Spoke on the digital divide and the importance of bridging the gap including accessibility to students and job seekers regardless of socioeconomic status or location in the county. Also spoke on the belief that librarians should be able to select books and that collections should be allowed to reflect the community. Spoke to parental responsibility in selecting materials for their families.

Tenley Middleton, Fort Mill, South Carolina - Speaking in favor of agenda item: Old Business, Strategic Planning Committee Report. Would like to address the mission of the public library and what libraries mean to rural communities. Spoke on the importance of literacy beyond simply reading, and the multiple types of literacy that libraries should support in the community.

A motion was made to make a change to the agenda to add circulation policy as letter B under new business. Passed unanimously. (Witte/Michael)

A motion was made to approve the January meeting minutes. Passed unanimously. (Getter/Michael)

A motion was made to approve the February meeting minutes. Passed unanimously. (Getter/Steele)

Director's Report

Financial Report - Does not include the February purchasing card totals due to a change in the management system. Discussed capital outlay variance. It was noted that this just reflects payment for the previously funded maintenance van that was delivered this FY. Funds were approved and assigned in a prior year.

Statistics Report - Stats will be on a delay going forward to accommodate earlier submission to the board in advance of the monthly meeting.

Community Needs Assessment Proposals - Sharing three proposals/quotes from consultants in an effort to provide more information for the discussion of a possible community needs assessment. Discussion of narrowing down the scope of work and objective. Proposal of referring it to the strategic planning committee for further discussion.

Stories of Impact - Sharing stories going forward on a monthly basis. A patron complimented the RH Reference staff on their treatment of the homeless. John Skardon received the FOL Librarian of the Year award and received thanks from a patron for a program he offered. FM library received praise for their Children's collection.

Old Business

Strategic Planning Committee Report - Discussed how we would maintain our responsibility to meet this requirement as a board.

It was suggested that we post this as a work in progress. Will post the facilities assessment. Committee is working on moving a needs assessment forward. Witte expressed concerns about posting draft work. A timeline can be posted once shored up.

Getter noted that facilities assessment needs to be adjusted to accommodate explanations as to how much additional space, why we need additional space, and what staff we may need to accommodate these requests. Suggested we document everything we know we need internally before moving forward with a community assessment. Julie will assess how to gather this information along with Martin and report back to the board.

Committee looked at other strategic plans as examples, and they settled on looking at Lexington, SC as it is most comparable. Goals are to increase services, increase access, and increase facilities. Services are literacy, workforce development, and programs.

Committee thinks that YCL should articulate our core values. Missions can be basic, so if you cannot determine if something falls under the mission you can identify if it falls under the values.

Basic timeline proposal, but it will need adjustment for the facilities assessment changes.

Board tasks - share facilities assessment with County Council, craft value statements, and discuss the overall strategic plan and make a motion.

Steele notes the importance of the need to consider the ever changing environment due to technology and AI because it may make any large reports obsolete if funds for a large change are not readily available. House shared experience on using a needs assessment to build a plan for growth even when the plan was five years old at the point of libraries being built. Dahlin spoke of the need to meet the responsibility for planning for growth as the board as previously not done enough planning for it. Discussion of the importance of the need to be on top of changes to come due to technology.

Mission Statement Review - Discussion of whether the mission statement is part of the policy committee or should it remain with the strategic planning committee.

Does our mission need to be adjusted? Is it too open ended? Do our library services meet the desires of what our community heads need us to offer? Are we doing work that other organizations are already doing? Should we focus on what we can do that others cannot do? Getter thinks the wording should hang on the word "literacy".

Michael states that she does not think we need to change the mission statement.

New Business

Advocacy Update - Board members have been meeting with County Council members to show them the bang for buck document and the facilities assessment. Dahlin, Ward, and Steele have met with Cox and Huckabee. They were very receptive to the meetings, and are very excited about continued communication between the Board and County Council.

Steele presented that SC is 39th in the country in literacy. Discussed how we got there and what we can do to help students improve. Covid moved the ball ahead to leave more students behind. Proposing one-on-one tutoring to help kids catch up (possibly with phonics). Would like to see tutoring from kindergarten to adulthood. Reading and writing are significant to caring for one's self and family. Mentioned that working on this would be a quantifiable goal.

Getter reports that he has spoken with three Council members and they are also interested in focusing on literacy.

Witte asked if there should be a due date to have meetings with County Council members, and this was not recommended.

Circulation Policy - Small changes requested to bring Circulation Policy into adherence with SCLENDS policy.

- 1) Reduce the checkout item limit for Resident and Non-Resident from 50-30, to coincide with the policy set forth by SCLENDS.
- 2) Change the wording on the 2-week checkout borrowing period. Old: "2-Week Checkout: New Items" New: "2-Week Checkout: Hotspots, New Item, Video Games (Limit 2)".
- 3) Teacher Cards limits need to be updated as they have been returned to 100 (items).
- 4) The video game limit (2) should be added to the Circulation Policy.

Getter raised the question as to why video games were part of the collection.

A motion was made to approve the changes to the Circulation Policy. Passed unanimously. (Michael/Piening)

A motion was made to adjourn the meeting. Passed unanimously. (Witte/Michael)