

**York County Library Board of Trustees**  
Minutes from December 14, 2023 Meeting - Lake Wylie

The YCL board meeting was called to order at 6:08 pm by Dahlin, Board Chair. A quorum was determined with the following trustees in attendance: Debra Dahlin, Dennis Getter, Susan Piening, Charles Robinson, Timothy Steele, and Anne Witte. Also present from YCL: Martin House, Buffy Koran, Lee Smith, and Julie Ward.

Debra Dahlin requests that the meeting agenda be approved with the edit of correcting the spelling of Plumb & Roueche. The meeting agenda was approved with the proposed correction. (Piening/Steele)

A motion was made and carried to approve the previous meeting's minutes. Approved by unanimous consent. (Witte/Piening)

Former Friends of the Library Chair, Terry Plumb, introduced the short film he worked on with two collaborators. The intent of the film was to feature four different libraries in SC regarding the impact of new or renovated facilities on the community. The short film is called *A Community Place*, and was featured at the Newbery Film Festival and SCETV. After the showing Plumb discussed how they selected libraries to be featured, and provided feedback on changes in libraries over the years.

### **Director's Report**

*Financial report* - Ward presented a proposed budget format change to the board financial report.

*Statistics report* - WiFi connection stats are lower based on the way that the data is now collected (uses continuous connectivity for users rather than hourly usage). Program stats are lower as a result of late reporting due to staff illness. Circulation stats are getting improved reports from the new ILS system.

*Friends of the Library news* - The Friends will donate a replacement for the Outreach department station wagon (\$20,000 value).

*Maintenance van* - Ward reported that the new maintenance van has been delivered.

### **Old Business**

No old business

### **New Business**

Strategic Plan Committee Report and Discussion

*Strategic Plan Outline (Proposed)* - Witte presented an outline based on what we can accomplish with the least amount of manpower and financial investment.

1. First priority - Workforce development - connecting people to jobs and creating opportunities for entrepreneurs.
2. Second priority - Adult literacy - help increase adult literacy and technology literacy through increased resources and programming.

3. Third priority - Underserved/unserved communities - increase access to internet, computers, collection in rural communities.
4. Fourth priority - Increasing library space - this would require a Needs Assessment.
5. Fifth priority- increasing physical space (locations) - this would require a Needs Assessment.
6. Sixth priority - creating a foundation - this would create an endowment for long-term, ongoing support.

Getter introduced discussion of the YCL mission statement and the need for a more clear, concise mission statement. The term library services may need further definition.

Steele commented on the possibility of partnering with local facilities to create mini-libraries or other footprints as a first step to serve underserved communities- requested numbers on renting space, collection, and staffing.

#### *Facilities Assessment Update*

Purpose of the assessment is to show the board how space is being utilized to capacity and the need for additional space, and to show that we are providing services at a rate above comparable libraries with less resources.

Page 10 - map - show county library locations relative to county council districts

Page 11 - 40,000 per district

Page 12 - influence of libraries

Pages 13-15 - connectivity - where there is need for broadband

Page 15 - unserved houses - internet 40 vs 60 relation to crescent

Page 16 - request to update square footage to reflect what is public use vs staff use.

Recommended space - 1.25 sq ft per capita

#### *Priority List: Promotion of Priorities in Community*

Dahlin suggested that we reorder the list of priorities.

*Discussion of next steps.* Ward interjected her disagreement with the idea of prioritizing anything but a consultant to do a Needs Assessment. Board requested research on numbers for consulting fees.

Meeting was adjourned at 8:38 pm by Dahlin. (Getter/Steele)