

York County Library Board of Trustees
Minutes from April 13, 2023 Meeting – Lake Wylie Public Library

The YCL board meeting was called to order at 6:07 pm by Tamara Osborne, Board Chair. A quorum was determined with the following trustees in attendance: Pam Cato, Debra Dahlin, April Hershey, Wendi Michael, Charles Robinson and Teleia White. Also present: Julie Ward, Buffy Koran and Lee Smith. Members of the public attending: Joy Price (Friends of the Library Board).

The meeting agenda was approved. (Cato/Michael)

The minutes from the March 9th meeting were approved. (Michael/Dahlin)

FY24 Budget Proposal, Second Draft

YCL Finance Manager Lee Smith confirmed that, pending approval of the budget, all class and comp increases will be covered. Changes since the last version include:

- An increase in millage
- An adjustment to account for salaries and those new employees who came in at a higher salary.
- A projected 2.5% merit increase for all staff; County is proposing 3.5% for their employees, but with our current budget we opted for the 2.5%. If other expenses come in lower, we might be able to adjust it.
- An increase in FICA/Retirement benefits
- A leveling of the Electronic Materials budget – not decreasing but not adding – to cover an unforeseen increase in our SC Lends invoice this year.
- Adjustment to the insurance budget – she had anticipated it going up by 15% and it didn't.
- Increase to vehicle maintenance budget as the maintenance van County was to purchase for us fell through
- Maintenance/equipment budget – we are currently gathering information from County's preferred vendor for copiers/printers, and the way their billing is structured, we could see a decrease in payments.

Responding to an inquiry from the board, Lee Smith affirmed that if approved today, this will be the operating budget. The only reason for another round of approvals would be a result of a change in what the State Library distributes.

A motion was made and carried to approve the budget request as presented. (White/Hershey)

Director's Reports

Patchwork: Stacy Williams sent out invitations to the board and we all hope to see some members there on the 29th. The Patchwork Team is excited for the new format and new venue. The event runs from 11:00-7:00, and there will be a variety of storytellers, music, activities for kids such as face painting, and food trucks. The Bookmobile is finally repaired and will be there as well.

Policy Review

The board reviewed and discussed the suggested updates to the Controversial Materials section of the Collection Policy. Added was a clear outline of the reconsideration process and the steps to be taken by any concerned person of York County who feels an inappropriate item has been selected for the library's collection. A small update was made to the Reconsideration of Library Materials form as well. A checklist of polices and a checklist of materials were added.

Julie Ward also presented information about the average amount of staff time involved in a typical reconsideration request, along with the cost of their time: 9.5 hours of staff time for a total of \$569.14 per request.

Next, the board reviewed the Meeting Room Policy, last updated in 2018. Suggested tweaks were adding occupancy numbers for the meeting room at each branch, and better organizing the document.

Finally, the board reviewed a new policy put forth by Julie Ward, the Library-Initiated Programs and Display Policy. Many libraries are adopting this policy to provide clarity about the purpose of their programs and displays.

Suggested revisions will be made, and presented for a vote of approval at the next Board of Trustees meeting.

New Business

New Director Search

YCL Human Resources Manager Buffy Koran reported that round two of the interviews with community members is complete. She said it went very well, and that the whole group seemed to be on the same page with each candidate they interviewed. The final round is down to two candidates, and will be conducted by the whole board. Dates were discussed, and Tamara Osborne will find a location.

A motion was made and carried to adjourn. (Michael/White)