

York County Library
Board of Trustees
Minutes from
May 14, 2020
Online Zoom Meeting

The YCL board online meeting was called to order by Chair Sally Goodson. A quorum was determined with the following in attendance: Nik Bramblett, Pam Cato, Debra Dahlin, Glenda Jones, Frank Konow, Wendi Michael, Tamara Osborne, and Joy Price. Also present was Library Director Jason Hyatt.

The meeting agenda was approved unanimously. February minutes were corrected to include Dr. Frank Konow as an attendee at that meeting and then approved unanimously.

Director's Reports:

Reopening Plans

A reopening plan has been determined after consultation with Public Library Directors across South Carolina. Foremost taken into consideration is the health and safety of library staff members.

Phase One: Will roll out on Monday, May 18. Staff will be back at work in staggered shifts. Some will work for four hours on site and an additional four hours working remotely. Any staff member self-identifying as “vulnerable” can work his/her entire hours remotely. Personnel who are comfortable working an entire shift (with mask) can do that. Each staff member will be given five washable and reusable masks, gloves, and a personal bottle of hand sanitizer. Large containers of sanitizer will be available for refills. Book drops will be unlocked on Monday. Following State material handling guidelines, paper covered volumes will be quarantined for 24 hours and plastic covered materials will be quarantined for 72 hours. Community rooms at each branch will be used for sorting. Materials will be wiped down if needed. There will be a “pause” on overdue fines for the duration of Phase One.

Phase Two: Procedures will be established for contactless curbside pickup of materials.

Phase Three: Patrons will be allowed in the libraries in limited numbers. Social distancing will be managed with marks on the floor, shields at customer interaction points, and a rearrangement of computers. Staff will wear masks and use gloves; patrons will be encouraged to wear masks along with adherence to social distancing. Deep cleaning procedures will be observed. Curbside pickup will still be offered.

Phase Four: To be determined.

Budget Update

Jason Hyatt presented the budget to the York County Council earlier this week. The presentation was well received. One compliment about the sound financial management displayed by the library reflects on the competency of Financial Officer Lee Smith.

The county budget will be scaled back to reflect the loss of income during the coronavirus closures.

The library's projected revenue for the new fiscal year will most likely surpass expenditures due to the county's decision to forego raises and hiring of new positions. Board members were asked to consider options for how to allocate those funds as part of the FY21 budget. A prioritized list of options will be presented at the next board meeting.

FY 2021 Calendar:

Was presented with explanation that for two weeks where it might appear that libraries would be closed actually reflected that each branch would be closed one day for Staff Development. The calendar was accepted by unanimous vote (Bramblett/Cato)

New Business

Trustee Wendi Michael reported that, as a Fort Mill School District Media Specialist, she had just completed training on Overdrive Software for schools that can be connected with the public library. She encouraged library administration to follow up.

The Friends of the Library have a reopening plan for the bookstore in downtown Rock Hill that serves as their major source of funds. They will not be accepting material donations at this time.

Nik Bramblett announced that he will send the Board members an email about the yearly Library Policies review.

A motion was made and carried to adjourn. (Dahlin/Jones)

The next meeting is tentatively scheduled as an online meeting to be held on June 11, 2020.