

York County Library  
Board of Trustees  
Minutes From  
June 13, 2019  
Main Library-Rock Hill

1. The YCL board was called to order at 5:00 pm by Vice-Chairman Sally Goodson. A quorum was determined with the following in attendance: Debra Dahlin, Joy Price, Nik Bramblett, Glenda Jones, Tamara Osborne, Sally Goodson, and Wendi Michael.
2. The meeting agenda was approved. (Bramblett/Price)
3. The May meeting minutes were approved. (Bramblett/Michael)
4. Budget Update: The state budget increased to \$2.00 per capita which gives YCL an additional \$56,518.
5. Director's Report:
  - A. Statistics-
    - \*New card memberships are up
    - \*Overall circulations are up and we are now comparing three week checkouts to three week checkouts (most libraries are seeing circulations trending down because of the three week checkout period)
    - \*Door counts are down but that is probably due to the three-week checkout period and all the virtual services the YCL offers
  - B. Facilities Updates-
    - Rock Hill branch will be closed June 16-23 for the final HVAC replacement work.
  - C. Programs/Services-
    - \*The Charlotte Mecklenburg Library would like to come see and learn about the Bookmobile. They just got initial approval from the county to get one. It will be the first one they have had in 50 years.
    - \*Metrolina Library Association had its annual conference last week and Jason Hyatt and Julie Ward presented a session called Becoming the Community Link. The session explored best practices for reducing barriers, improving access, and expanding programs and services in order to better meet the unique needs of library patrons from all walks of life. They received good feedback from their evaluation forms.

\*Summer Reading Challenge- It is on track with last year.

\*Next week three staff members are attending ALA's annual conference in Washington, DC. They will share with staff by presenting at management meetings.

\*Friends of the Library-they have all the funds promised for a Senior Sprinter Van which gives YCL approximately \$170,000 so the process is going to be started to get the county to approve the van. The county will not have to spend any money on this van. YCL and Friends raised the money.

\* The county would like YCL to update its handbook. YCL will get a copy of the county's and go page by page to flag policies that are different. This will allow YCL to see if it needs to change anything or if it needs to be different from the county. Any changes/revisions will need board approval.

6. Revised Fiscal Year Closings: The YCL would like to add closing at 5 pm on December 23. This was approved. (Bramblett/Michael)

7. Annual Policy Review:

Library policies are materially compliant with ordinances and state law, and an ongoing review of the library handbook is continuing by staff. Four minor bylaws changes were recommended:

\*Article 1. Section 2 is missing a period. "...ten members appointed by the York County Council. One member shall be appointed..."

\*Article 1 section 5: Since the policy states that any board member who is absent from 50% or more of the meetings shall be removed from the board, it was decided the secretary will have an additional duty. "S/he shall maintain an attendance record for compliance with Article I, section 5 of these bylaws..."

\*A small change was added to **Section 1: Statutory Entity**. "The Board of Trustees of the York County Library was created by an Ordinance passed by the York County Council on April 16, 1979, ~~amended on May 6, 1985, and March 6, 1989~~, pursuant to Sections 4-9-35 through 4-9-39 of the South Carolina Code of Laws. The Board of Trustees derives its authority from said ordinances, as periodically amended, and is invested with the powers enumerated therein."

\*Article VI, section 1 specifies required notice for bylaws revision. It originally said changing a bylaw would require 30 days' notice. Since the meetings aren't necessarily at least 30 days apart, it was changed as follows: "notice ... has been given at least 21 days in advance of that regular meeting, ..."

\*We can't vote on these changes until the August meeting because of the 30-day rule. We can vote in August.

8. Officer Nominations: Board members filled out a form indicating what offices they would be willing to serve next year. Members not present at the meeting will get their list to Wendi Michael by email or mail. Elections will be at the July meeting.

9. A motion was made to go into Executive Session for a discussion of personnel matters at 5:39 pm. (Michael/Jones)

10. New Business: there was none

11. The meeting was adjourned at 6:03 pm. (Michael/Jones)

The next meeting is schedule on July 11, 2019 in Clover.