

York County Library Board of Trustees Meeting  
June 12, 2025      Rock Hill Public Library      12:00 p.m.

Chairman Tim Steele called the meeting to order at 12:00 p.m. and determined we had a quorum for the meeting.

Attending board members: Tim Steele, Dennis Getter, Carol Herring, Nancy Nicholson, Laura Milem, Susan Piening, and Terry Plumb. Also attending: Martin House (YCL) and Julie Ward (Director YCL), Pam Miler (YCL).

Public Comments:

- Caleb Standefur spoke in favor of the board adhering to community values and for retaining the same officers.
- Christine Lekich offered support the board for serving and following South Carolina law and encouraged electing the same officers.
- Ellen Abramo supports the board's adherence to Proviso 27.1 and encouraged continuation with election of board officers.
- Stephanie Foltz expressed appreciation for board's collection policy and continuation of same board officers.
- Linda Fisher noted board history and hoped for continuation of board officers.
- Connie Cullen offered support for the board and the continuation of board policy.

Terry Plumb presented his concern about public comments being allowed that did not address agenda, other than election of officers. Tim reminded those attending that we would have orderly meetings.

Approval of April's minutes: Dennis Getter made the motion to approve; Terry Plumb seconded. The minutes were approved unanimously with one abstention (board member who was absent for April meeting).

Director Julie Ward presented a report that includes year-to-year statistics. She called attention to the increase in APP users (1,520). Programs for the year have continued to increase. Total circulation has surpassed last year (817,540 in 2024; 861,832 to date). She provided the calendar that shows Board meetings to be in Rock Hill for 2025-2026 at 12:00 p.m. The other calendar indicates dates for the libraries to be closed during the coming fiscal year, mentioning that the libraries close on Saturdays when holidays are close to the weekend.

Terry made a motion to return the time to 6:00 p.m. The motion failed due to a lack of second.

Dennis reviewed revenue and expenditures through May; he noted that we are within budget even with unexpected expense. He presented the revenues and expenditures in detail (attached).

Dennis made the following motion: (In order to pay for an unexpected replacement of the condenser for one of the HVAC units at the York Public Library)

- I move to re-allocate \$10,000 from the Utilities budget to the Building Maintenance and Repair budget.

Terry questioned Dennis about how that would affect the budget, and Dennis assured the Board there was enough to remain within budget.

The motion was seconded by Nancy and passed unanimously.

Pam presented a slightly revised budget (see attached with color coding for changes) that reflects additional funds credited from the South Carolina Retirement fund of \$29,000. These included:

- Revenue increased by \$99,254
- 1% pay scale increase
- 4.6% is slight increase in employee portion of health care benefits
- State aid increased
- Split electronic funds to reflect increase in cost of Libby
- Capital outlay of \$25,000 toward a building fund

Dennis made a motion we approve the budget; Carol seconded. Discussion: Terry made a motion to amend the fiscal year budget to provide for the funding of a facilities assessment study by an independent outside consultant. There was no second.

Dennis called a question that we vote on his motion to approve the revised budget as presented. The motion passed unanimously.

Standing committee reports:

The Strategic Planning Committee has not met this month, but Carol reported that she and Julie have met twice with the York County manager, Josh Edwards, to get guidance on how to go about this process, focusing on programs as well as buildings. We decided to do the due diligence and talk to someone who has recently completed this process. Space is a problem; we have service minded staff who would do anything to make our libraries great.

As a sidenote, Carol gave a shout out to the library staff for organizing the LibraryCon event on a Saturday that attracted visitors from around the county. She complimented the enthusiasm that the staff exhibited and reminded the Board how often these employees go above and beyond to serve our community and get citizens excited about library services.

Carol directed the Board to examine the steps in this process that Josh Edwards's guidance helped to develop:

1. The first meeting will be an extended meeting to identify products, services, why are we here, what are we doing that will get to us to think about SWOT (Strengths, Weaknesses, Opportunities, Threats). What is going well, what do we need to do to improve will be considered, then we as well as staff will prioritize the results. Julie has the results of the staff survey and will report on their input at this first meeting.
2. At the second meeting, we will discuss what our mission and vision will be, looking at goals we have developed. She reminded the Board that the strategic plan is not just where to put a building, but how do we develop an organized system for our county that works for our citizens.
3. At the third meeting, we will talk about what we do well, what are the goals, and how do we overcome barriers to those goals.

The timeline on the other handout reflects that this is a process. Through the end of the year, even those not on the committee will still be part of the process. Hopefully, by December the committee will have a draft of the strategic plan. Financial needs will be incorporated into the 2026-2027 budget.

Terry still sees the need to hire experts to do this. He wants to use Martin's facilities assessment. Julie addressed this by reminding him the need for a strategic plan, of which one part will be for building. The timeline indicates when we will be looking at hiring a consultant, but the first step is the strategic plan.

Tim asked if this is the process Josh Edwards suggested; Julie and Carol assured the Board that is the case. Terry spoke of the need for new libraries; Tim agreed and spoke of the need to approach this correctly. If we don't do this, we will have wasted our time.

Nancy spoke of the need to convince the county voters that this is a valid request for funds.

Dennis called for an analysis of why the previous referendum failed. Carol spoke of the conversation with Josh about selling the voters on a referendum. A consultant won't be the one to sell anyone on funds for new libraries; it has to be a community effort. This is where we house our best ideas and is the storehouse of our culture; we need to make the library seem important.

Tim asked the strategic planning committee to examine why other referendums failed.

Terry wondered why he had not seen these handouts before. Julie and Carol explained the need to get professional guidance to formulate the steps before we move forward.

Dennis reported that the Policy Committee met in a workshop format. No business was performed, no motions made but they will meet throughout the month to finalize official policies. No specific date was set for meetings.

Terry asked about Dennis's goal to present the policy at this meeting. Dennis responded that they needed to research some other issues before a final presentation of policy.

As there was no unfinished business or new business, the motion was made by Dennis and seconded by Carol for the Board to enter Executive Session. Terry asked why we needed this; Tim told him it was to consider the director's annual evaluation and legal advice. The motion passed unanimously.

The Board had nothing to report from the Executive Session.

The election of the officers was completed by ballot. The following officers were elected:

- Chair: Tim Steele
- Vice-Chair: Nancy Nicholson
- Treasurer: Dennis Getter
- Secretary: Carol Herring

A motion to adjourn was made by Terry Plumb and seconded by Tim Steele. The motion passed and the meeting was adjourned at 2:16.

Submitted,  
Carol Herring, Secretary

