

State Library Board Members

Regular Meeting Minutes

Date: March 24, 2017
Time: 10:30 a.m.
Location: SC State Library, Conference Room
1500 Senate Street
Columbia, SC 29201

Board Member Attendance:

Deborah Hyler, Chair	Present Via Conference Call
Suzie Rast, Vice Chair	Present Via Conference Call
Loretta Green, Member	Present
Marty McKenzie, Member	Present
Martha Murtiashaw, Member	Present
Michael Simmons, Member	Absent
Alanna Wildman, Member	Present

Other Attendees: Leesa Aiken, SCSL; Mary Elizabeth Land, Abbeville County

I. Welcome and Approval of Minutes

Motion: Debbie Hyler called the meeting to order. Suzie Rast made a motion to approve the minutes from the January 2017 meeting; Alanna Wildman seconded the motion, all members voted to approve the minutes as presented.

II. Agency Report

- 1) a.)** Aiken updated the group on the legislative session. Aiken presented the State Library's budget requests to the Senate Finance K-12 Education Subcommittee on February 16, 2017. Subcommittee members are: Vincent Sheheen, Co-Chair – Chesterfield, Kershaw, and Lancaster Counties; Harvey Peeler, Co-Chair - Cherokee, Spartanburg, and Union Counties; John Matthews – Berkeley, Calhoun, Colleton, Dorchester, Orangeburg Counties; Shane Martin – Greenville, Spartanburg, and Union Counties. The State Library budget requests are:

- \$2,041,729 - additional funding for Aid to County Libraries, increasing State Aid to \$2.00 per capita
- \$90,000 – Building Maintenance and upgrades to include ADA accommodations
- Authorization for 1 FTE

Aiken reported that the presentation went well and the subcommittee was extremely attentive, positive, and appreciative of the work of the SCSL. Senator Sheheen made particularly positive comments regarding the resources provided by the SCSL, and the prudent financial practices of the SCSL.

b.) Aiken also reported that the Homework Hotspot Proviso (initially introduced by Governor Haley) is a priority for Governor McMaster as well. Aiken met with Governor McMaster's staff to confer continuation of the Proviso. Aiken approached Senator Sheheen regarding sponsoring the proviso and he agreed.

c.) Aiken reported that the SCSL is investigating some legislative tracking software that will allow staff to track legislation related to the library in real time.

- 2) Aiken reported that she is gathering statistical information for the federal budget, and has developed a survey which was sent to all COSLA members. Information will be shared with EveryLibrary and with COSLA.
- 3) The 5 year LSTA evaluation is in the final stages of completion. The evaluator is finishing minor revisions at this time. The SCSL will be conducting the 5 year planning in the coming months.
- 4) Aiken moved the evaluation of the Discus program to the fall/winter of 2017 because of a long-term employee absence which left the small department without enough coverage to begin the evaluation in the spring of 2017 as planned.
- 5) Aiken reported that the SCSL has not written an annual report since Governor Sanford created the agency accountability report which took the place of the annual report. However, the agency accountability report has changed significantly and does not require the depth of program explanation as it once did. The SCSL will begin publishing an annual report again to capture the events of the previous year.
- 6) The SCSL participated in the Read to Succeed Symposium sponsored primarily by the Richland Library with partners including: the Afterschool Alliance, Department of Education, etc.
- 7) The staff of the SCSL will be participating in active shooter training, fire drills, and emergency preparedness exercises. Self-defense, verbal judo, and Red Cross training are also available to interested employees.
- 8) Aiken will be attending the SCLends retreat April 21st in Beaufort, SC.
- 9) The Notable State Documents program was a success with approximately 60 people in attendance. State Agencies always seem to be exceptionally proud of this particular award.
- 10) The SCSL's new Ford Transit arrived and is being used regularly.
- 11) Aiken reported a change in the mail process. Staff will no longer go to the post office to collect TBS tapes (approximately 5,000 a week) or regular agency mail. An arrangement has been reached with the post office to deliver the mail and materials daily directly to the SCSL. Cancellation of the agency post office box is underway.

III. Director Report

1. Aiken reported being a judge in a high school writing competition with the University of South Carolina.
2. Aiken is scheduled to attend National Legislative Day and a COSLA meeting in Washington, DC from April 30- May 4th. Aiken invited four public library directors to attend as well.
3. Aiken plans to attend the Working Together Summit in April.

IV. Building Improvements/Maintenance

1. The renovation of the second floor conference room into two offices has been completed and all staff have moved into their new offices.

V. Board Business

1. Aiken reminded the Board to complete the statement of economic interest form if they have not done so.

2. Martha Murtiashaw does want to continue her appointment to the Board.

VI. Personnel Update

1. The following positions are still open and advertised:
 - a. Two Library Development positions
 - b. Reference Librarian

VII. Financial Report

1. Aiken reviewed and discussed state, federal and other funds.

XI. Upcoming Events

A separate handout was provided and reviewed.

XII. Adjournment

1. The meeting was adjourned; the next meeting date is scheduled for March 25, 2017.

Minutes Certification:

Proposed minutes respectfully submitted,

Leesa M. Aiken

Director

May 16, 2017

Date