



State Library Board

Meeting Minutes

Date: July 25, 2019
Time: 10:30 a.m.
Location: SC State Library, Conference Room
1500 Senate Street
Columbia, SC 29201

Board Member Attendance:

Ms. Deborah Hyler, Chair	Absent
Mr. Michael Simmons, Member	Present
Mr. Walter Caudle, Member	Present
Ms. Loretta Green, Member	Present
Mr. Marty McKenzie, Member	Absent
Ms. Martha Murtiashaw, Member	Present
Ms. Alanna Wildman, Member	Present via Phone

Other Attendees: Ms. Leesa Aiken, SCSL, Ms. Mary Elizabeth Land, APLA Representative,

I. Board Business and Approval of Minutes

1. Motion: Michael Simmons called the meeting to order. Simmons made a motion to accept the meeting minutes from the May 23, 2019 board meeting. Martha Murtiashaw seconded the motion; all present approved the minutes.
2. The Agency Head Evaluation and survey are due the middle of August. Each board member must complete a survey to be compiled by the Board Chair. Aiken will send the link to the survey to members.
3. Michael Simmons, current Vice Chair, will become the new Chair of the Board, as Debbie Hyler will be rotating off the board. Martha Murtiashaw will replace Michael Simmons as Vice Chair. Replacements have not been found for Ms. Hyler or Mr. McKenzie yet, but work has begun in this avenue.

II. Director Report

1. Projects/Programs
 - a. The State Library staff have been conducting accessibility training around the state. Staff teach library personnel what to look for to ensure the building and materials are accessible to all patrons.
 - b. Matt Polkowsky conducted a presentation on accessibility at the State Library's last staff meeting in July.

- c. The grant workshops are so popular that we have decided to extend the workshops to other locations in the state, and extend our hours to Saturday so that we can conduct additional workshops.
- d. Aiken attended the unveiling ceremony for the Literary Landmark designation in Sumter County for Dr. Arthenia J. Bates Millican.
- e. The State Library is collaborating with the Aiken Historical Museum on a Cecil Williams exhibit. The Museum was so impressed with the exhibit, they wanted to share the exhibit with students specifically and the greater Aiken area.
- f. Aiken reported that 15 daycares received books in lieu of the Read-In, through the Ann Addy grant. Staff of the State Library went to each daycare, read to the children, and then distributed the books.
- g. The State Library was awarded a grant through the National Medical Library Association for a second Charlie Cart. This is exciting news and will allow us to share more information around the state on nutrition, healthy eating, while increasing reading and math skills.
- h. The Charlie Cart is part of the larger Read, Eat, Grow program at the State Library.
- i. The State Library has created tutorials to go along with some of our more technologically complex kits. Children of staff people helped create the tutorials, which will be viewed by other children in the library.
- j. Aiken reported that Brenda Boyd received the Julie Klauber award. The Board voiced a collective appreciation for Ms. Boyd's work with our Talking Book Services patrons.
- k. Talking Book Services will be moving to download on demand, but we are not a pilot program. We want to see how the implementation goes with other state library facilities because of concern about feasibility at the federal level.
- l. The State Library won the Association of Specialized, Government, and Cooperative Library Agencies (ASGCLA) award and \$10,000!
- m. Aiken reported that Kristen White, TBS Director would be presenting at the National Federation of the Blind in August. White has been a wonderful asset to the State Library and TBS department.
- n. Members of the Talking Book Services staff have begun to visit assisted living facilities with Ellen Dunn, Communications Specialist, and Katie (therapy dog) to talk about extending the joy of reading through Talking Books and enroll new patrons.
- o. SCLENDS will be moving to an upgrade of the Evergreen system to version 3.3.
- p. The State Library recently sent Discus kits to every public school in South Carolina. Over 1,500 kits were sent to schools with Discus promotional items and advertisements. The kits have become so popular that librarians have started asking for them before we have a chance to mail them!

- q. Training has been conducted on virtual reality and escape room, two popular programs in public libraries. Staff have also conducted board training, inclusive training and IT security.
 - r. Seven public libraries were awarded impact grants for the future LSTA cycle. Grant applications ranged from bookmobile funding, to library programming.
 - s. The State Library will be hosting the Research Institute for Public Libraries (RIPL) conference in Columbia on March 31st. Attendance is expected to be high.
2. Personnel
- a. Hired Positions:
 - 1. Katie Ruffner was hired as the Procurement Officer.
 - b. Open Positions – Aiken reported the SCSL is currently recruiting for the following positions:
 - 1. Library Development Consultant
 - 2. Finance Director
 - 3. Web Developer
 - c. Kathy Sheppard, Director of Library Development is retiring on July 31st. Her position has been posted.
3. Agency Administration
- a. Aiken has posted the Finance Director position. The FY19 fiscal year has been closed out and the closing packages required by the state are currently being worked on.
 - b. The SCSL is in the final stages of strategic planning. Directors met on July 16th to review their department goals. Final goals review is due July 30th; the next step will be to rollout the plan to staff and discuss department goals.
 - c. Building Updates:
 - 1. Mail cubbies have been installed on the 1st floor for staff. We will stop the internal delivery of mail and staff will be responsible for picking up their mail.
 - 2. The Department of Administration will be installing a new air handler unit at the State Library. There will be a disruption in constant HVAC, a formal plan is in process to deal with anticipated issues.
 - d. The 50th Anniversary celebration is scheduled for October 3, 2019. We have invited Governor McMaster to speak.
 - e. The Information Technology Department has recently upgraded the wireless in the entire building improving speed and connectivity.
4. Travel & Meetings
- a. Aiken recently traveled to Washington, DC for the ALA annual conference. Topics were interesting and useful. Four State Library staff members presented at the conference.
 - b. State Library staff are attending the National Conference of Legislatures Summit in Nashville, TN for the first time, to learn more about the legislative process and to make contacts for libraries.

- c. Staff are presenting at the Society for Nutrition Education and Behavior 52nd Annual Conference in Orlando, FL.
 - d. Staff are attending the KLAS conference.
 - e. New TBS staff have attended the NLS orientation In Washington, DC.
 - f. Staff are attending the NFB Conference in Columbia in August. Kristen White is presenting at the conference.
5. Public Libraries
- a. Aiken visited the Sumter County Library recently.
 - b. Aiken plans to visit the Darlington County Library for a ribbon cutting ceremony for their Discovery Dome portable planetarium in early August.

III. APLA Update

- 1. Mary Elizabeth Land, APLA Representative, reported the following:
 - a. Land reported that Library Journal ran a story that was not factually correct, and highlighted South Carolina as a low performer in several areas. Land praised Aiken's strong response to Library Journal noting the errors. Aiken reported that she also worked with the larger COSLA group to notify them of the areas so that they could check the figures for their state. The article could have a significant, lasting impact on South Carolina and libraries in general. Aiken requested Library Journal remove the article, they apologized, and complied.

IV. Financial Report

- 1. Aiken reviewed and discussed state, federal and other funds. No changes were suggested or requested.

- V. Adjourn** – The meeting adjourned; the next Meeting is scheduled for September 26, 2019.

Attachments: Board Minutes 5/23/19, SCSL Budget Report, Upcoming Events List