



**State Library Board
Meeting Minutes**

Date: January 28, 2021
Time: 10:30 a.m.
Location: Zoom Meeting

Board Member Attendance:

Ms. Martha Murtiashaw, Chair	Present
Ms. Deborah Hyler, Member	Present
Mr. Walter Caudle, Member	Present
Ms. Loretta Green, Member	Present
Mr. Marty McKenzie, Member	Present
Ms. Alanna Wildman, Member	Present

Other Attendees: Ms. Leesa Aiken, SCSL, Ms. Laurel Sharp, APLA Representative, Ms. Breanne Smith, SCSL

I. Board Business and Approval of Minutes

1. Motion: Martha Murtiashaw called the meeting to order. Marty McKenzie made a motion to approve the meeting minutes from the November 19, 2020 board meeting. Debbie Hyler seconded the motion; all present approved the minutes.
2. The board discussed updates on ethics forms, board license plates, and the 3 board appointments. The legislature is still working to approve the board appointments. There are no other updates at this time.

Director Report

3. Projects/Programs

A. Agency Administration

1. Aiken reported that the SCSL re-entry plan is in progress and it is regularly evaluated. The majority of employees are working remotely, except for a few TBS and first floor staff members who are in the building regularly.
2. Aiken discussed the legislative budget hearing and her presentation.
3. Aiken discussed the success of the Faces of Margraten project. SCSL has identified 17 of the 32 South Carolina soldiers buried there.
4. The Governor's office is still working to fill the 3 board vacancies.

B. Library Development and Statewide Development

1. Aiken discussed the Public Library survey. All results have been submitted to IMLS and will be published on the State Library website.
2. Young Minds Dreaming Poetry contest is accepting submissions. This year's theme is "What Inspires You?" with featured guest Pat Mora.
3. Letters about Literature contest is accepting submissions. SCSL is working with media specialists to push out this contest.
4. Aiken discussed the AccessSC project. This project is now in every county in the state.
5. Check Out SC project with SCPRT has been renewed for another year. The program has been very successful.
6. The Read In will not take place in person this year. Alternative activities are being researched.

C. Talking Book Services

1. TBS is part of a pilot program through the National Library Service called Lockdown Smartphone. Locked down phones will be sent to patrons so that they can download books on their phone.
2. Narrative and Numbers is a newsletter created by TBS staff that gives statistics on circulation. 210,000 items were circulated last year. 14,000 phone calls were taken by TBS staff.
3. The mobile recording studio has been a success. C. Hope Clark made a video to showcase her at home mobile recording studio. SCSL plans to purchase more mobile recording studio kits.

D. Electronic Resources

1. Aiken discussed the partnership with the Department of Education on a Learning Object Repository.
2. Aiken discussed the partnership with DSS. SCSL is going to develop a Discus training program for foster parents and DSS staff.

E. Information Technology

1. Aiken discussed projects in Allendale, Hampton, and Jasper counties to upgrade their broadband. Allendale County is participating in a pilot program to use towers to push signal out to the whole community.
2. Aiken discussed upgrades to the financial dashboard. IT is working to automate all internal forms.

F. Collection and Digitization

1. Aiken discussed the Notable Documents program. Documents are being selected now and the ceremony will be virtual this year.
2. SCSL is conducting virtual site visits to depository libraries across the state.
3. Wesley Sparks has been conducting virtual cataloging sessions with SCLENDS catalogers.

4. All Department of Education Annual Reports have now been digitized.
5. All legislative manuals through the mid- 1990's have been digitized.

G. Statewide Services

1. Grant classes have been moved online. The first class had over 60 participants. Patrons have given positive feedback regarding the classes.
2. The Emergency Preparedness course training will begin this spring.

H. Communications

1. The SCSL Annual Report has been completed.
2. Telephone Tales, a new SCSL program is a call in telephone line with a recorded children's book for families to listen to together. Each story is less than 10 minutes long.

I. Personnel

1. Open positions include: Director of Library Development, Manager of Library Services, and General Library Consultant. Applications for the positions in management are not currently being sought, until all staff members are back onsite. An offer has been made for the State Data Coordinator position.

J. Travel & Meetings

1. Aiken has attended several COSLA meetings. Aiken serves on the Equity, Diversity, and Inclusion subcommittee. They are currently working on a project to share information regarding EDI.

K. Public Libraries

1. Mary Elizabeth Land is back to work part-time. Abbeville, Laurens, Newberry, Greenwood, and Beaufort have all had directors retire in the last month. Laurens, Newberry, and Beaufort have hired new directors. Aiken discussed the operations in public libraries across the state related to Covid-19.

I. **APLA Report**

1. Laurel Sharp, APLA Representative, discussed supporting the State Library by making calls to legislators.
2. APLA has submitted a letter to DHEC for libraries to be considered at an earlier stage of the vaccine schedule.

II. **Financial Report**

All funds are appropriately balanced and allocated.

III. **Adjourn** – The meeting adjourned; the next Meeting is scheduled for March 25, 2021.

Attachments: Board Minutes 11/19/20, SCSL Budget Report