



State Library Board

Meeting Minutes

Date: May 28, 2026
Time: 10:30 a.m.
Location: In-person at 1500 Senate Street

Board Member Attendance:

Ms. Andrea Kelly, Vice Chair	Absent
Mr. Mark Herring, Member	Present
Mr. Graham Horsman, Member	Present
Ms. Marlena White, Member	Present
Ms. Bet Hamilton, Member	Present
Dr. Ruth Hodges, Member	Present
Ms. Angela Lorenz, Member	Present

Other Attendees: Ms. Leesa Aiken, SCSL; Mr. Carl Coffin, APLA; Ms. Charlotte Dunn, SCSL; Mr. Chris Yates, SCSL

The meeting was called to order at 10:37 a.m. by Mr. Herring. Ms. Kelly was absent from the meeting due to a family emergency, and Mr. Herring agreed to lead the meeting in Ms. Kelly's absence. A new Vice Chair will need to be elected at the July 23, 2026, meeting.

A. Board Business

1. The meeting was opened with Board Introductions:
 - a. Mr. Horsman represents the 1st Congressional District. He has two children and lives in Mount Pleasant. He previously served on the Charleston County Public Library Board.
 - b. Mr. Herring represents the 5th Congressional District. He has served five years on the State Library Board and has been reappointed for five more years. He currently works part-time for the South Carolina Department of Education.
 - c. Ms. Hamilton represents the 4th Congressional District. She lives in Spartanburg and is a pre-school teacher.

- d. Ms. Lorenz represents the 7th Congressional District. She has previously served on the Florence County Public Library Board.
 - e. Dr. Hodges represents the 6th Congressional District. She lives in Smoaks, and is the Dean of Libraries at SC State University.
 - f. Ms. White represents the 2nd Congressional District. She is an accountant for non-profit organizations and lives in Lexington. She has worked with libraries in varying capacities for the past twenty-two years, including serving on the Lexington County Library Board and the Lexington County Friends of the Library. She is the current treasurer of the Friends of South Carolina Libraries (FOSCL).
 - g. Mr. Coffin is the Board's APLA representative. He has been the Director of the Colleton County Library System for over ten years, and he has been with Colleton County for eighteen years.
 - h. Ms. Dunn is the Board Clerk and Executive Assistant at the State Library. She has worked in public and government libraries for over ten years. She previously worked at the State Library within the Talking Book Services department.
 - i. Mr. Yates is the Deputy Director of the State Library. He has been with the State Library for twenty-eight years.
 - j. Ms. Aiken is the State Librarian and the Director of the State Library. She has been with the State Library for nineteen years.
- 2. All Board members and the APLA representative received updated copies of the Board Handbook.
 - 3. The Board unanimously approved the respective minutes and notes from the November 20, 2025, and January 22, 2026, meetings.
 - 4. The Board was asked to approve the SCSL Drivers Policy. Ms. Aiken explained that the policy is based on recommendations from the state's Fleet Management and the Division of State Human Resources (DSHR). This policy is a newly implemented state requirement. The State Library owns or leases a total of three vehicles that are used for employees traveling to libraries across the state. State Fleet Management provides mandatory drivers' training for all employees. Mr. Horsman moved to adopt the policy, and the policy was unanimously approved.

B. Director Report

1. Agency Administration

- a. While Ms. Aiken was on medical leave, Mr. Yates and Ms. Breanne Smith presented the SCSL budget requests to the Senate Finance Committee. Currently, the Senate is in agreement with the House for an increase to State Aid for public libraries: an increase to \$2.75/per capita, with a \$200,000 minimum per system. The Senate's version of the budget would fund the State Library for six new positions with an additional \$800,000

for payroll and fringe; the House's version of the budget does not include this staff increase request. Ms. Aiken stated that these six new positions would go toward much-needed hires in the Digitization and Library Development departments. Ms. Aiken explained the six positions would include a permanent staff member for SCLENDS, two Library Development consultants, two Digitization staff members, and one Preservation staff member. The positions will be open to current staff members. If these positions are filled with internal hires, new staff will be brought in to fill any open vacancies created.

- b. As mentioned, the House budget includes an increase in State Aid to public libraries. This would be an increase to a \$200,000 minimum, with a \$2.75 per capita, for each public library system. This budget increase is not anticipated to go to the conference committee for further debate.
- c. A concurrent Joint Resolution recognizing the importance of public libraries in South Carolina was presented on the Legislative House floor in January of 2026. Along with other public library directors from across the state, Mr. Coffin was in attendance at that presentation, and he added that the resolution celebrated both the historical and current significance of South Carolina's libraries in serving and educating residents. Photos from the event were posted on SCSL's social media.
- d. The State Library recently migrated some information technology services to the Department of Administration's Division of Technology Office (DTO). This change was necessitated due to an existing Proviso, encouraging state agencies to move to a shared services module for information technology services. Additionally, this change will provide SCSL with more storage capabilities for digitized state documents. It will also ensure the SCSL runs on the most current versions of Microsoft Office365, and state-run security software. Mr. Horsman asked if there was an up-front cost savings to migrating servers to DTO; Ms. Aiken confirmed that there was not the first year, but the increase in storage will be beneficial and long-term cost savings are expected.
- e. The State Library received an award from the South Carolina Human Affairs Commission as a Top Ten state agency for Equal Employment Opportunity, with the library currently holding third place among all state agencies.
- f. Each year, the Governor's Office designates funding to each agency to be used to recognize the contributions of its employees. SCSL will be closed on June 11, 2026, for its annual State Employee Appreciation Day. The day will consist of a film at the Nickelodeon Theatre in the morning, and activities for staff at the library in the afternoon, coordinated by the SCSL Sunshine Committee.

- g. The State Library has been having discussions about AI and its place in libraries. The Department of Administration (DOA) and DTO may eventually create AI policies for state agencies, but this has not happened yet. Ms. Aiken stated that internal guidelines for AI usage by SCSL staff are currently being written. Ms. Aiken emphasized that guidance, rather than policy, is the current goal for the State Library, given the rapidly changing nature of AI software. The State Library's role is to provide assistance with issues which may impact a public library. The plan is to provide sample AI procedures or guidelines to public libraries in the broader context of information literacy and critical thinking skills. SCSL is also already aware of electronic resources and catalog scraping software that utilize AI. The Board discussed their concerns with AI.
- h. The State Library has seen a significant increase in FOIA requests. Ms. Smith is responsible for answering these requests, and the requests have been quite time-consuming. Mr. Herring asked if the library is charging for the requests. Ms. Aiken confirmed that SCSL does charge, given the amount of time and labor that the FOIA requests require.
- i. SCSL's Kasemake Archival Box Making Machine is being fully utilized by trained staff. 124 boxes has been made for collections thus far for rare and special items in the library's collection. State documents cannot be weeded and must be kept in perpetuity; therefore, ensuring they are preserved in archival boxes will keep them accessible for a much longer period of time. A representative from the Texas State Library and Archives Commission visited to look at SCSL's Kasemake, and SCSL staff have provided guidance to the Tennessee State Library and Archives in the process of acquiring their own Kasemake.
- j. The State Library receives a two-year grant from the Institute of Museum and Library Services (IMLS) every year. Each year the SCSL completes a Summary Plan Report of how the funds were used, and every five years a form evaluation must be completed by an outside source. SCSL recently began this evaluation process. Mr. Horsman asked if the federal funding is on the Board Financial Report; Ms. Aiken confirmed that the total amount of funding for the State Library, including federal funding, is on the Board Report.

2. Partnerships

- a. The State Library has partnered with the South Carolina Confederate Relic Room and Military Museum (SCCRRMM) to digitize their collection in anticipation of Revolutionary War Day.
- b. The State Library has partnered with the Secretary of State's Office to scan and digitize several of its municipal maps.

- c. SCSL's Talking Book Services (TBS) partnered with USC Upstate for its Teaching of the Visually Impaired (TVI) Open House. TBS's Outreach staff are also working on a new partnership with USC Columbia.

3. Projects/ Programs

- a. The State Library honored Read Across America Week this year in early March with a social media campaign featuring videos of notable South Carolinians Ellen Weaver, Pamela Evette, Cecil Williams, Darius Rucker, and Craig Melvin discussing their favorite books. Invitations were provided to a number of notable South Carolinians; however, the above were the ones who opted to participate in the program.
- b. SCSL has seen a 400% increase in cardholders thanks in large part to the addition of the digital card option. Access to the State Library's digital resources includes full access to many current South Carolina newspapers. Mr. Yates added that the *Greenville News* will be added this fiscal year through the NewsBank database. Mr. Horsman asked if county libraries already provide this resource. Ms. Aiken explained that the SCSL ensures that county libraries are aware of resources provided through Discus. The State Library works with vendors to ensure public libraries are not paying for services the SCSL provides. Most libraries do not opt to pay for the products on their own.
- c. The State Library held its annual Public Library Directors' Summit this past March. Forty out of forty-six public library systems were represented. The three-day event allowed directors of all ages and experience levels to come together to network and learn from one another. Mr. Coffin, who attended the event, added that small county libraries cannot afford these kinds of trainings for their directors, so the Public Library Directors' Summit is crucial for many newer directors. After 2020, about 40% of South Carolina's public library directors left their positions; at that point, Ms. Aiken started the Summit to address issues such as budgeting, management, and burnout. At this year's Summit, Ms. Aiken presented about library legislation and funding; there were also presentations about the Friends of South Carolina Libraries (FOSL), AI, employment law, and hiring practices. Ms. White added that she presented this year about FOSL and that the event was well organized.
- d. Ms. Aiken, along with representatives from twelve South Carolina public library systems, attended the Institute of Museum and Library Services (IMLS) Library Convening 250: Telling America's Story conference in Atlanta in May 2026. The IMLS-hosted event provided an excellent opportunity for attendees to brainstorm and exchange ideas about programming to celebrate America250. SCSL will be hosting a SC250 exchange for public libraries and will share relevant programming ideas

with public library systems across the state. The IMLS event had a total of 132 attendees, and the Acting Director of IMLS, Keith Sonderling, was impressed with the large turnout from South Carolina.

- e. The State Library has acknowledged the sescentennial celebration of the United States in multiple ways over the past year. Partnerships include events and activities with SC250, Douglass Day with the South Carolina State Museum, and an exhibit, *Revolutionary South Carolina: A Photographic Journey by Marie and Eddie Goff*, which features photographs of historic South Carolina sites that shaped the American Revolution.
- f. The State Library's SC250 Webpage recently launched. It features information regarding 18th-century daily life and culture, as well as information about the Revolutionary War. The website features SCSL's Digital Collections, as well as information about relevant exhibits and events at the library. Children's resources are also available for younger patrons, including a printable activity booklet and a StudySC page that is geared toward 3rd- and 8th-graders. (South Carolina's state standards for educational curriculum includes South Carolina history being taught in third and eighth grades.)
- g. New public library systems joining SCLENDS include libraries currently in the Palmetto Consortium: Chapin Memorial Library, Darlington County, Dillon County, Georgetown County, Marion County, Marlboro County, and Sumter County. The Go-Live date for these libraries is August 1, 2026.
- h. The Notable State Documents Award Ceremony was held on March 11, 2026. The awards acknowledge the exemplary publications, governments websites, videos, and apps that state agencies have created to ensure that residents stay informed about South Carolina. This year's winners include Department of Public Health, the Governor's School for Science and Mathematics, the Department of Environmental Services, the Department of Public Safety, the Department on Aging, the Emergency Management Division, the Rural Infrastructure Authority, the Department of Natural Resources (State Climatology Office), the Education Oversight Committee, the Department of Natural Resources Heritage Trust, and the African American Heritage Commission.
- i. The TBS Art Gallery Ceremony was held on April 23, 2026. The 16th annual art competition features tactile art in any medium created by K-12 students who are blind or visually impaired. There were three categories, with a grand prize chosen for the State Librarian Award. The Art Gallery featured students from the South Carolina School for the Deaf and the Blind, as well as homeschooled students and students attending other public and private schools across the state.

- j. The State Library co-hosted the virtual Southeastern Collaborative Online Conference (SECC) held March 10-12, 2026. It was a collective effort by SCSL, the Georgia Public Library Service, the Library of North Carolina, the Tennessee State Library and Archives, and the Library of Virginia to offer useful and innovative learning experiences for library staff at all levels. Ms. Aiken was featured on one of the panels.

4. Personnel

- a. Current open positions include the following: Discus Virtual Training Coordinator, Federal Documents Librarian, and TBS Outreach Reader Advisor.
- b. SCSL has hired Faith Line as the part-time SCLENDS Coordinator. Ms. Line has worked over forty years in libraries in various capacities. She brings with her experience as the director of multiple South Carolina public library systems, as well as extensive knowledge of the SCLENDS migration process.

5. Events

- a. Recent events include the following:
 - 1. Speaker at the Center with Queen Quet of the Gullah Geechee Nation (April 28, 2026)
 - 2. Speaker at the Center with Author Carl Borick (May 14, 2026)
 - 3. Quilts of Valor Ceremony (May 21, 2026)
- b. Upcoming events include the following:
 - 1. Institutional Libraries Exchange (May 29, 2026)
 - 2. Speaker at the Center: Tom Elmore presents the "Swamp Fox" in Media (June 18, 2026)

6. Public Libraries

- a. Bruce Heimberger has been made Interim Director of Pickens County Library System; he has previously served as interim director in other counties' public libraries. The Pickens County Director position has been posted. SCSL's Director of Library Development will assist the Pickens County Board with the interview process.
- b. Current Director Vacancies: Chesterfield, Saluda, and Pickens

C. APLA Report

Mr. Coffin presented the Board with a summary of what was discussed at the SCAPLA (South Carolina Association of Public Library Administrators) meeting. At the most recent meeting at the Charleston County Public Library (CCPL), administrators discussed AI. CCPL put together a "20 Tips for AI" document for public distribution in order to

educate patrons on ethical issues and uses of AI. Mr. Coffin reported this ties into Clemson University's current initiative to create a statewide AI readiness hub, wherein it has identified libraries as critical partners due to their public-facing role. APLA has signed on with Clemson as a partner to receive training for staff members and the public on AI ethical guidelines and best practices.

Mr. Coffin again thanked the State Library regarding the minimum increase in State Aid as it looks to be passed in the State Legislature for FY27. He also thanked SCSL for the information it has put together regarding the grant information for SC250 programs, as well as its efforts to bring the America250 Freedom Truck to South Carolina. He added that the Public Library Directors' Summit has been extremely beneficial to both newer and more experienced directors in terms of continuing education and networking.

Mr. Coffin explained to the newer Board members the importance of APLA. The organization functions as a private professional association with its own legislative liaison, and the group meets every other month. The group's focus is to have one voice in promoting libraries across the state, as well as to advocate for libraries in the state legislature. APLA members also share ideas amongst each other regarding topics such as programs, grants, and continuing education.

Mr. Coffin closed the APLA report by mentioning that the organization hopes to have an agenda by the end of the current fiscal year on what they will be asking the legislature for the upcoming fiscal year.

D. Financial Report

Ms. Aiken reviewed the update financials with the Board and the increase to State Aid funding. She explained that the K-12 Fund is for Discus electronic resources. K-12 funds are provided by the K-12 Board; a request for the coming year has been submitted to the Board.

Ms. White inquired about the next fiscal year; Ms. Aiken confirmed that SCSL is awaiting a final budget from the Legislature for the FY27 budget. Dr. Hodges inquired about what the cost recovery was used for. Ms. Aiken explained that this account is used when items are sold by the State's Surplus Department and often include technology, and furniture. Additional items which may be in the cost recovery account include books that have been weeded from the general collection.

E. Adjournment

The meeting was adjourned at 12:08 p.m. Mr. Herring and the rest of the Board expressed their thoughts and prayers for Ms. Kelly's family. The next Board Meeting will be held on July 23, 2026, at 10:30 a.m.