



State Library Board

Meeting Minutes

Date: March 28, 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	Absent
Ms. Alanna Wildman, Member	Absent

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. Due to unforeseen circumstances for several board members, a quorum was not present. Michael Simmons advised the meeting would be a report only meeting, no votes would be taken, as the board did not have a quorum. The minutes from the January 24, 2019 board meeting will need to be reviewed and approved at the May 23, 2019 meeting.

II. Director Report

1. Projects/Programs
 - a. Notable State Documents Program – Aiken shared that the Notable State Document program was held on March 20, 2019. There were twelve winners; Aiken read the list of winners and noted that there were several new state agencies who won this year. Judges consist of librarians familiar with depository collections and representatives from state agencies. Judges reviewed materials and selected winners based on usability of the information, historical significance, accessibility, and visual appeal.
 - b. E-Rate and Public Libraries – Aiken reported that Paul Harmon, SCSL IT Director has visited over 22 libraries to assist with determining E-Rate needs.

Public libraries applying for E-Rate reimbursement for category 2 funds are eligible for approximately \$2.7M. Aiken and Harmon are working with Andrew Epting of the Division of Technology Office to increase bandwidth in areas that are extremely low. Four areas of interest include, 3 public libraries in Orangeburg County (North Branch, Mentor (Elloree) Branch, Santee Branch) and one in Darlington County (Lamar Branch), who are currently functioning at 9Mbps; the standard for most libraries is 50Mbps. Aiken reported that both Charleston and Richland Counties have some branches operating at 800Mbps.

- c. Seed Libraries – Aiken mentioned the seed program that is taking place in Colleton County and the excitement that the SCSL staff have towards these programs continuing around the state, after their initial roll-out as pilot programs, sponsored by the SCSL.
- d. Signage Audit – Curtis Rogers, SCSL Communications Director, has conducted signage audits around the state to assist public libraries with development of professional, positive signs. The service has been used extensively with positive feedback. To date, Rogers has visited 65 public library locations and 11 academic libraries. Signage audits to date include, Allendale-Hampton-Jasper (5 branches), Berkeley (6 branches), Chapin Memorial(1 branch), Charleston (16 branches), Chesterfield (5 branches), Clarendon (1 branch), Darlington (4 branches), Florence (6 branches), Horry (10 branches), Lancaster (3 branches), Newberry (2 branches), Oconee (5 branches), Pickens (1 branch), The Citadel, Clemson University, Coastal Carolina University, Columbia International University, HG Technical College (3 campuses), SC State University, USC Aiken, USC Sumter, and Voorhees College.
- e. Read, Eat, Grow – The SCSL has rolled out their Read-Eat-Grow program which includes the Charlie Cart. Training is currently taking place with public library staff on ways the Charlie Cart and kitchen-in-a-box can be used in libraries to help with literacy, healthy eating, and other programming to reach members of the community. The SCSL has partnered with DHEC on this project.
- f. Drag Queen Storyhour – Aiken advised that she has kept the group up to date on the Drag Queen Storyhour situation. A proviso was not put forward in the House to regulate meeting space in libraries. Aiken continues conversations with Representative Garry Smith concerning appropriate use of meeting space for libraries. Aiken also noted receiving communication from the Washington office of the America Library Association (ALA) regarding media reports that two branch managers had been terminated from the Greenville County Library. Aiken declined to comment to ALA given the nature of the work of the SCSL with library directors and boards.
- g. Day by Day Calendar and State Libraries – Aiken shared that other state libraries continue to create their own version of the Day by Day calendar. The Colorado State Library sent Aiken a message in February thanking the SCSL

for sharing the template and coding for the calendar. Maine State Library is in the process of creating their version of the calendar. It is exciting for the SCSL staff to share projects with other State Library Agencies that benefit their communities.

- h. Diversity Positions – Public and State – South Carolina was the first State Library to have a position dedicated to Diversity and Inclusion. Aiken received information in February that both Texas and Colorado have added a similar position to their library development teams. Again, this is exciting to see other State Library Agencies use a model started in South Carolina.
- i. Columbia 63 Initiative – The SCSL has partnered with USC professor, Dr. Bobby Donaldson on the "Freedom Now" exhibit, currently on display on the first floor. The exhibit features photos taken during the height of the civil rights movement. Many of the images are undocumented. Patrons are invited to visit and help identify people in the photos and the dates they were taken. A special presentation with Dr. Donaldson took place on March 20th which was well attended.
- j. Read-In – Aiken reported that the Read-In will be next Tuesday, April 2nd, the SCSL is expected the largest crowd ever, with 3,000 students participating in the march to the State House. Grants were given to 15 preschools who would otherwise not be able to attend. The grants were named for Anne Addy, long time read-in coordinated and supporter, who passed away this year.

2. Personnel

a. Hired Positions:

- 1. Breanne Smith and Hannah Majewski were both hired as Administrative Coordinators. Smith will be focused on assisting the Agency Director and managing agency files. Majewski will be focused on assisting departments and public libraries on items such as State Aid.

b. Open Positions – Aiken reported the SCSL is currently recruiting for the following positions:

- 1. TBS Director (An offer made and accepted on March 27, 2019, but candidate information has not been published yet.)
- 2. Library Development Consultant

3. Agency Administration

- a. Legislative Session – Aiken reported the House passed a budget that included an increase in the minimum State Aid grant to \$100,000 and a per capita amount that is below \$2.00. Aiken and others will continue to work with legislators to increase the per capita amount to \$2.00, an additional \$528,732 is needed to make this happen. The proviso requesting county libraries share funding with city libraries was deleted in the Senate.
- b. Accessibility Team – The SCSL has established an accessibility team that will address accessibility issues for customers with disabilities of all kinds. By including members from various departments the SCSL will design and implement services from a variety of perspectives, allow staff members to

share their expertise, and facilitate conversation and collaboration across department lines.

- c. Strategic Planning – The SCSL is completing their internal strategic planning document which will be used to drive programs in the coming fiscal year and establish expectations and goals for employees. The document is not complete yet, but Aiken will share with the board when it is.
 - d. Financial Audit – The South Carolina State Auditors Office has finished the financial audit of the SCSL. All board members present confirmed that they received an email with a link to the audit results. The audit was positive overall.
 - e. Federal Grant – Aiken reported IMLS accepted the closing of the federal grant without any requests for change or questions regarding clarification.
 - f. Building Updates:
 - 1. 2nd Floor Changes and Upgrades – Renovation of the 2nd floor staff areas is well underway, with recoating and painting of walls, patching carpet, and removing old cabinets. The Talking Book Services Reader Advisors will be moving to a larger area to accommodate additional staffing at the beginning of May.
 - 2. Loading Dock – A permanent sump pump has been added to the loading dock to help drain accumulated rain from the building. The loading dock is currently out of commission as the SCSL waits for the cement to dry.
4. Travel & Meetings
- a. York County Bookmobile Ribbon Cutting – Aiken will be attending the ribbon cutting on April 10th. York County was able to purchase a bookmobile using in part, a sub grant received from the SCSL.
 - b. Richland Library – Garners Ferry – Aiken will be attending an event March 28th to celebrate the renovation of the Garners Ferry branch location.
5. Public Libraries
- a. The Pickens County Library Director position is vacant again. Brian Morrison was previously hired, but has decided to return to Greenville County Library system.
 - b. Information Technology Visits – Refer to comments in E-Rate and public libraries.
 - c. Library Development Visits – The Library Development team went on 25 site visits to public libraries in January and February 2019 and handled 99 consultations with public library directors and their staff. They also conducted 18 training events. Michael Simmons asked if the training sessions were well attended; Aiken confirmed that they were, with 900 participants in 2018.

III. APLA Update

- 1. Mary Elizabeth Land, APLA Representative reported the following:

- a. Mary Elizabeth Land noted that she had attended the Genealogy Cataloging training offered by the SCSL and found the training to be very helpful.
- b. APLA has a new executive leadership team. The President, Vice President, and Treasurer are new appointments; the Secretary remains Alan Smith. Aiken noted that she had met with Laurel Sharp, President and Kelly Poole, Vice President to discuss ways the SCSL and APLA can work together in the coming year.
- c. Members of APLA have been working behind the scenes on the meeting room issue to lend support to deleting any proviso that put forward by the House.

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 May 23, 2019.

Attachments: Board Minutes 1-24-19, SCSL Budget Report, Upcoming Events List

****Additional Business:** Walter Caudle noted that Richland One is sponsoring an Early Learners’ Conference on April 6th that is free to the public. According to Richland One’s website, “The event will feature Mr. Lester Laminack as the Keynote Speaker. Mr. Laminack is Professor Emeritus at Western Carolina University, distinguished teacher, consultant and published author. There will be more than 20 breakout sessions with Early Childhood topics of interest for child care providers, teachers, administrators, parents and community members.” Information can be found here: <https://www.eventbrite.com/e/richland-county-school-district-ones-annual-early-learners-conference-2019-tickets-56856333825>

****Additional Business:** Walter Caudle asked if the Webinar to be held on May 1st titled “Do you have compassion fatigue” was similar to secondary trauma, which impacts social workers (and other first responders) due to the depth of repeated negativity they come in contact with every day in their jobs. Aiken noted she would research and respond to the group. Information about the webinar follows.

As professionals in the library field, we are tasked with important caring responsibilities; our patrons come to us for support with their entertainment, educational, and emotional needs. Our coworkers need us, too, and working with so many different people and personalities throughout the day can take its toll. In this webinar, we will explore the concept of compassion fatigue, which can set in over many years of caring for others. Participants will:

- Define compassion fatigue
- Recognize the signs in self and others, at work and at home
- Learn a variety of ways to feel better over time
- Cultivate a sense of renewal in the workplace and with coworkers

Presenter: Cari Dubiel is the co-host of the ABC Book Reviews Podcast, a popular online program that was recognized by the Wall Street Journal as a best book podcast. Cari has worked in public libraries for over 15 years, doing everything from student page to her most current role as computer services manager at the Twinsburg Public Library.

<https://statelibrary.sc.libcal.com/event/5234388>