



**State Library Board
Meeting Minutes**

Date: September 22, 2022
Time: 10:30 a.m.
Location: 1500 Senate St.

Board Member Attendance:

Ms. Alanna Wildman, Chair	Present
Ms. Anna Claire Dando, Vice Chair	Present
Ms. Deborah Hyler, Member	Absent
Ms. Loretta Green, Member	Absent
Mr. Mark Herring, Member	Absent
Ms. Jennifer Cunningham, Member	Present
Ms. Andrea Kelley, Member	Present

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

Board Business and Approval of Minutes

1. Motion: Alanna Wildman called the meeting to order. Alanna Wildman made a motion to approve the meeting minutes from the July 28, 2022 board meeting. Anna Claire Dando seconded the motion; all present approved the minutes.
2. Aiken introduced new board members Andrea Kelley and Jennifer Cunningham.
3. Aiken introduced the Paid Parental Leave Policy provided by DSHR. The policy would offer 6 weeks of paid parental leave to those who qualify. Anna Claire Dando made a motion to adopt the paid parental leave policy. Jennifer Cunningham seconded the motion; all present approved the paid parental leave policy.

II. Director Report
Agency Administration

1. Aiken discussed the meeting schedule with the Legislative Oversight Committee. October 24 is the final presentation before the full committee.
2. Aiken discussed topics that board members may be asked about. She mentioned that collection decisions are made at the local level. The Library Director at each library makes collection decision. The Board hires the Director, a professional MLIS. The State Library has no involvement in public library collection decisions. The Director is

responsible for knowing how to serve their community. All public libraries have a request for reconsideration form that is reviewed and decided on. The public libraries follow collection development policies. Local boards receive training regarding legislation that impacts libraries and their responsibilities as a Board. County government does not oversee the library, the Library Board is responsible for overseeing the Director of the Library. County Council typically appoints Board members. Library Directors are vetted and expected to use their professional judgment.

3. Aiken is working on a training program for the South Carolina State Library Board.
4. The State Library was able to create a resource for the Legislative Oversight Committee concerning Information about Complaints against State Agencies.
5. The State Library LSTA 5 Year Plan has been accepted by IMLS.
6. The FY22 Financial Audit of the State Library had two findings related to procurement.
7. The FY24 budget request meeting is next Tuesday with the Governor's office. The State Library has 2 requests. The 1st request relates to salary dollars. There has been no salary increase in almost 15 years. The State Library has been using vacant positions salary dollars to pay current staff. Several salary offers have been declined by applicants, as the State Library lags behind Richland and Lexington County libraries and the USC School of Law in what they can offer for salary. If the State Library were fully staffed there would be 52 employees, we currently have 40 staff. The State Library did a salary study and submitted the report for approval. The second budget request is for \$150k for digitization of collections. The State Library has four scanners on site that are dated, by at least ten years. The State Library receives every state document created by every state agency. There are operational costs associated with digitization. The State Library would also like to outsource some scanning of documents and the funding request will help with that.
8. Aiken discussed the importance of digitizing the State Documents Collection.
9. Aiken discussed the Broadband Equity Access Deployment (BEAD) Funds. There is funding coming to South Carolina totaling over \$47 million for anchor institutions, which includes library. The funds may be used for construction, renovations, technology improvements, etc. Aiken will be attending the AnchorNets Conference in hopes of learning more about the funding and how to secure it for South Carolina.
10. The State Library awarded grants for library staff to attend the Association of Rural and Small Libraries (ARSL) Conference.
11. Aiken discussed the goal of having a balanced collection at the State Library and every library in South Carolina.

Projects and Programs

1. The State Library recently held a training for FCI Edgefield library staff. The State Library has also been donating weeded materials to institutional libraries across the state. These activities meet one of the mandates of the State Library to serve state institutions.

2. Six State Library staff will be presenting at the annual SCLA Conference being held in Columbia.
3. Aiken and Deputy Director, Chris Yates, attended the National Book Festival. They manned the South Carolina booth in the Hall of States where every state is represented. They greeted approximately 6,000 people; it is estimated that 200,000 people attended the event.
4. TBS is in the process of recording a 2nd children's book with sounds. The State Library is working to address the deficit of TBS books for children by adding sounds and music to the children's books. Jason Broughton the head of NLS and former State Library employee said there is a significant need for children's books in the blind and print disabled community.
5. The State Library continues to work on South Carolina Wildlife digitization project.
6. Discus has added a new resource, PebbleGo Science.
7. The State Library is partnering with USC on the South Carolina High School Writing Contest.

III. Personnel

1. The State Library hired three new employees, Melanie Griffin- Public Services Librarian, Rashad Hickson- Human Resources Generalist, and Heather Cain – Digitization Projects Coordinator.
2. There are 2 vacancies within the agency for Procurement Officer and Digital Media Designer.

IV. Upcoming Events

1. African American Genealogy Series: Writing Family History- The Narrative History Approach
2. SCSL Historical Marker Unveiling on November 3rd.
3. Chief Officers of State Library Agencies (COSLA) Meeting & Panel

V. Public Libraries

1. There are 2 Director vacancies in Marion and Kershaw.
2. The State Library is continuing with consulting visits to public libraries.
3. There is a new branch opening in Ninety-Six.

VI. APLA Report

1. Land discussed the polarization right now and that public libraries are a target for many things. APLA is trying to get the message out that some items which are being singled out of the collection, are a mere fraction of what the collection holds and of what libraries actually do in the community. Land discussed an issue she had at Abbeville library concerning a Zane book on display in the young adult section. The book was not placed on display by an employee, but by a patron. Land mentioned that this year is not a good time for APLA to ask for an increase in State Aid, but instead highlighting what they have done with the recent additional funding.

VII. Finance

1. Aiken discussed the SCSL Financial Report, The State Library received \$168,000 from K-12 for discus resources. The State Library also received DOE funding for tutor.com.

VIII. Adjourn

1. Alanna Wildman made a motion to adjourn the meeting; Anna Claire Dando seconded the motion and all approved. The next meeting is scheduled for November 17, 2022.

Attachments: Board Minutes 07/28/22, SCSL Budget Report, LSTA 5 Year Plan, State Auditor's Report, FY24 Budget Documents, South Carolina State Library Paid Parental Leave Policy