

State Library Board Members

Regular Meeting Minutes

Date: September 25, 2014
Time: 10:30 a.m.
Location: SC State Library, Conference Room
 1500 Senate Street
 Columbia, SC 29201

I. Call to Order

The meeting was called to order at 10:30 a.m.

II. Roll Call

Board Member Attendance:

Deborah Hyler	Chair	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Loretta K. Green	Member	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Marty R. McKenzie	Member	<input type="radio"/> Present	<input checked="" type="radio"/> Absent
Martha Murtiashaw	Member	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Suzie W. Rast	Member	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Michael G. Simmons	Member	<input checked="" type="radio"/> Present	<input type="radio"/> Absent
Alanna I. Wildman	Member	<input type="radio"/> Present	<input checked="" type="radio"/> Absent

Other Attendees: Leesa Benggio, SCSL, Kristin Simenson, APLA Representative (Calhoun County) and Jessica Cornish, SCSL were also in attendance.

III. Approval of Minutes

Motion: Ms. Hyler, Chair

Consensus minutes approved.

IV. Agency Report

1. SCSL Strategic Plan
 - a. SC State Library's (Library) mission and vision has been updated and visible via the library's new and improved website. New website developed by Rob Lindsey, Internal Web Developer and scalable for smart phone and iPad devices. Library has received compliments nationwide regarding launch of new site.
2. Beaufort County (BC) Public Library State Aid Issue
 - a. State Library requested an Attorney General's opinion; State Library requested a reconsideration of that opinion which was granted and overturn; Beaufort County requested a second reconsideration, which has not been granted to date. Ms. Benggio has been working with BC and has attended County Council and Library Board

meetings.

3. Trespass Bill Approved
4. SCLENDS Update
 - a. SCLENDS Retreat (Santee) was necessary and very successful retreat with a total of 17 out of 18 participating libraries. Retreat's focus was improving operations and policies, and bringing about organization and stability. New mission was developed along with the assignment of responsibilities/deadlines among members.
5. MORE Newsletter
 - a. The newsletter helps patrons, library staff and Board members catch up on what's going on at the State Library and in libraries across the state. Board members are receiving the MORE newsletter monthly.
 - b. September 2014 MORE - <http://www.statelibrary.sc.gov/news/september-2014-more-newsletter-sc-libraries-now-available>
6. Digital Collection
 - a. State Library has amazing digital pieces and Ms. Benggio will continue to send Board digital collection updates via email.

Some digital collections made available in September:

Department of Youth Services

[Annual Reports](#)

Office of Executive Policy and Programs, Foster Care Review Board

[Facts about Foster Kids](#)

[Foster Kids Count](#)

Office of the State Auditor

[Medicaid Engagements](#)

[Court Agreed-Upon Procedures Engagements](#)

Santee Cooper

[Documents](#)

[Fingertip Facts](#)

[Power Perspective](#)

[PowerSource](#)

[Quarterly Financial Report](#)

7. TBS Art Gallery
 - a. Washington State Library has contact the State Library to replicate the TBS Art Gallery.
 - b. DoodleSculpt, renowned 3D/2D printing company wants to do a national campaign using Lyric's Art. As additional information relevant to this topic of discussion, Ms. Hyler, Chair recommended Southeastern Institute of Manufacturing and Technology (SIMT) in Florence for those who may be interested in 3D printing or interactive simulations.
8. State Government Documents

- a. State Library launched Notary Services whereas the Library provides notary services in accordance with the SC Notary Public Reference Manual to patrons free of charge.
- 9. Accountability Report**
- a. Report was submitted and will be emailed to Board members.
- 10. LibGuides**
- a. LibGuides is an easy to use content management system (CMS) used by thousands of libraries worldwide. Librarians use it to curate knowledge and share information by creating online guides on multiple topics and subjects.
 - b. LibGuide, the vendor contacted the State Library with interest of using the Library as an example to their customers.
- 11. BrainPOP**
- a. BrainPOP provides educational, curriculum-based activities and games for kids. The SC Department of Education has the software and State Library has expressed interest in sharing the cost of the software. State Library will not ask the General Assembly for funding for BrainPOP; instead, budget requests will specifically address increases for state aid. State Library does have interest in consortia purchasing of BrainPOP Jr which provides curriculum-based content geared specifically for K-3 students.
- 12. SCLENDs Retreat**
- a. SCLENDs position has not been posted for internal reasons. SCLENDs website has not been updated since 2011-2012; Ms. Benggio expects updates within the next two weeks.
- 13. PASCAL Retreat**
- a. A consortium of South Carolina's academic libraries will host a forthcoming retreat; Ms. Benggio will be in attendance.
- 14. COSLA Meeting**
- a. Meeting will take place in Wyoming on October 18-25th. State Library's Library Development work will be presented.
- 15. TBS Service**
- a. State Library has peaked interests in pushing a campaign to increase the numbers of patrons to receive TBS services. Ms. Benggio has plans to contact Veteran Affairs, schools and school district officials while trying to find other ways to reach more communities. She will work with insurance companies to see if TBS information can be distributed via the providers' mass mail outs or available in the providers' venue.
- 16. TBS Art and DoodleSculpt**
- a. (Points previously discussed in abovementioned agenda items)

V. Building Improvements/Maintenance

- 1. Mezzanine Construction**
 - a. Stage of Construction: Scaffolding; installing framing and glass; finished walls and began work on electricity; 10 very nice offices are being constructed; expected

- completion date of construction: end of October.
2. 2nd Floor renovation
 - a. Area designed for Digitation Team of Library Services; doors and carpet installed; scanning equipment set up; walls will be painted by SC Budget and Control Board (hereafter referred to as SC BCB).
 - b. Digitation welcomes two, college interns.
 3. Basement renovation
 - a. Conference room will be built to comfortably sit 10 people; project completion within next few weeks.
 4. 1st Floor renovation
 - a. No immediate renovation plans; Ms. Benggio noted that the area really needs to be updated (i.e. creation of space/specific work stations, new carpet, and the need to make the electrical boxes on the floor less visible). SC BCB updated the ceiling five years ago. As a separate point of discussion to provide Board an update, SC BCB has been changing the air filters in the building.

VI. Personnel Update

1. Posting of 6 new positions
 - a. State Library has posted five of six positions (to exclude the SCLENDS Coordinator which will be posted in the near future). A very competitive and diverse applicant pool made for a very qualified pool of desired candidates with a wealth of experience.
 - i. **Help Desk Coordinator** – Interviews in progress
 - ii. **Library Development Consultant** – Recruitment in progress
 - iii. **Reader Advisor** – Hired Kaitlyn Hodges, prior intern of TBS and employee of Commission of the Blind. Ms. Hodges is a patron of the TBS services.
 - iv. **Grants Administrator** – Interviews in progress
 - v. **Electronic Resources Coordinator** – Hired Patricia Sinclair (MLIS), prior Library Director of South University who has extensive experience in managing and monitoring electronic resources.
 - vi. **SCLENDS Coordinator** – To be posted.

VII. Financial Update

*State Library in process of closing out LSTA Grant; next grant cycle effective October 1st.
As an updated, Library is still waiting on procurement audit.*

1. Budget 2015
 - a. APLA Requests
 - i. State Aid per capita increase to \$1.50
 - ii. \$2 million in lottery funds
 - b. State Library Requests
 - i. Ms. Benggio plans to ask for 2-3 positions and funding for Information Technology.
2. Financial clean up
 - a. State Library is in process of performing administrative work with State Budget Office to realign budget so that it represents and reflect well on the accountability report.
3. Financial Status

VIII. Additional Updates

1. Month of September – Library Card Sign-up Month

2. State Library Van – Library is in process of updating graphics in order to redesign a wrap for the TBS van to make it look like a promotional van.
3. Book Launch – “Spirit of Activist” on Thursday, September 25th from 5:30-7:30pm. <http://www.statelibrary.sc.gov/news/book-launch-spirit-activist-life-and-work-i-dequincoy-newman>
4. Mango Language – State Library purchased 2-year contract of language learning software. A widget will be provided by the State Library to libraries statewide; those libraries that contributed funds toward this initiative will be refunded. The contract was \$2 million and paid for using monies from one of the agency’s federal grants.
5. TBS Advisory Board – Board has experienced turnover, ongoing recruitment is in progress.
6. Deborah Hyler Update
 - a. Ms. Hyler serves as the Executive Director of the School Foundation. The School Foundation and Florence School District announced a new early childhood education public awareness program for children 0-3 years. Start SMART is an initiative featuring a combination of resources for families and educators to make sure that all children in the Florence area are developmentally ready for school. Within three years, program participants will have a total of 24 books to start a children’s personal library within each home. Ms. Hyler is collaborating with Florence 1 Early Childhood Director Floyd Creech to carry out the initiative. BlueCross Blue Shield and the City of Columbia among others have taking interest in the initiative.

IX. Adjournment

1. The meeting was adjourned at 11:38 a.m. The next meeting is November 27, 2014.

Minutes Certification:

Proposed minutes respectfully submitted,

Jessica E. Cornish
Board Secretary /Recording Secretary

October 10, 2014
Date

Approved by the State Library Acting Director

Leesa M. Bengio
Acting Director

October 15, 2014
Date