

State Library Board Members

**Regular Meeting Minutes**

**Date:** May 26, 2016  
**Time:** 10:30 a.m.  
**Location:** SC State Library, Conference Room  
1500 Senate Street  
Columbia, SC 29201

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Board Member Attendance:

Deborah Hyler, Chair	Absent
Suzie Rast, Vice Chair	Absent
Loretta Green, Member	Present
Marty McKenzie, Member	Present
Martha Murtiashaw, Member	Present
Michael Simmons, Member	Present
Alanna Wildman, Member	Present

Other Attendees: Eric Robinson, Fairfield County Library Director; Leesa Aiken, SCSL

**I. Welcome and Approval of Minutes**

Motion: Michael Simmons called the meeting to order. Marty McKenzie made a motion to approve the previous meeting minutes; Alanna Wildman seconded the motion, all members voted to approve the minutes as they were presented.

**II. Agency Report**

1. Leesa updated the group on the South Carolina Human Affairs Commission (SCHAC) Report. Executive Director Daniel Koon sent notification that the SCSL's correction to positions posted and applicants received was accepted and that the SCSL is in compliance. SCHAC further stated that the SCSL met the established goals and criteria set forth by SCHAC.
2. Leesa updated the group regarding an EEOC complaint. Local Director, Patricia B. Fuller of the US Equal Employment Opportunity Commission sent notice that the EEOC complaint filed previously has been closed based on their investigation the charge is unwarranted and no violation occurred.
3. Leesa notified the Board that the State Auditor's office has completed a financial review of the SCSL's finances. The audit went well, formal results are forthcoming.
4. The amended Senate budget
5. The TBS Art gallery was a huge success. There were approximately 60 visitors at the library for the Art gallery this year and it was covered by local news.
6. The Letters About Literature event was also a success with more visitors present than in years past.

### **III. Director Report**

1. Leesa and Denise Lysons attended National Library Legislative Day in Washington DC in May. Leesa reported that Congress was not in session so the group was only able to meet with staff for each Representative. However, the meetings were positive.
2. Leesa also attended a COSLA meeting while in Washington, DC. The new Director of IMLS, Kit Matthew presented her vision for the future of museums and libraries.
3. Director Matthew has suggested that the grants to state funds given by IMLS be reduced and instead the funds be used by IMLS for direct programming for states. COSLA is currently working on discussions that will prevent the budget from moving forward in this manner as it will have a significant impact on flexibility of programs for individual states.
4. The Board minutes and other information has been added to the SCSL website.
5. Employee Staff Day was held at the SC State Museum and was a success. Leesa led a strategic planning activity for the group with a focus on each individual department and then employees were free to enjoy the activities of the Museum.

### **IV. Public Library News**

1. Charleston County is currently conducting a nationwide search for a director.

### **V. Building Improvements/Maintenance**

1. The renovation on the 1<sup>st</sup> floor is nearly complete with the exception of the Research Room and a bathroom upgrade. Some furniture will need to be ordered after the start of the next fiscal year.
2. The chiller has been replaced and the temporary chiller has been removed from the parking lot (after 2 years), freeing up two parking spaces for staff.
3. The SCSL has made a proposal to the Department of Administration regarding removal of three trees in order to increase the parking spaces in the lot. The parking lot is in desperate need of repair and resurfacing.
4. Leesa met with the Department of Administration and requested consideration of an update to the restrooms in the building. The restrooms are not ADA compliant and present difficulty for some of our patrons to use. The Department of Administration stated that they would upgrade the restrooms but it may take time. Leesa has asked for a timeline from the Department of Administration.

### **VI. Board Business**

1. Ms. Martha Murtiashaw made a motion to name Ms. Leesa Aiken as the Agency Director, removing the "Acting". Ms. Alanna Wildman seconded the motion. All members present voted unanimously and Ms. Debbie Hyler and Ms. Suzie Rast voted in absentia to appoint Ms. Aiken as the Agency Director.

### **VII. Personnel Update**

1. Leesa updated the Board on positions that are open but offers have been made:
  - a. Library Development Consultant with an IT Focus – Michelle Ralston will begin on 7/25/2106.
  - b. SCLENDS Liaison – an offer has been made to Tom Adamich. An agreed upon start date has not been reached yet.
2. The following positions are still open and advertised:
  - a. Library Development Consultant with a focus on Children & Youth
  - b. Electronic Resources Librarian
  - c. Electronic Resources Assistant
3. Future positions to be posted are:

- a. Grants Manager
- b. Library Development with a focus on Accessibility and Inclusive Resources
- c. Custodian
- d. Program Manager with a focus on Legislation & Project Management

**X. Financial Report**

1. Leesa reviewed and discussed state, federal and other funds.

**XI. Upcoming Events**

*A separate handout was provided and reviewed.*

**XII. Adjournment**

1. The meeting was adjourned; the next meeting date is scheduled for July 28, 2016.

**Minutes Certification:**

Proposed minutes respectfully submitted,

*Leesa M. Aiken*

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Acting Director

*July 15, 2016*

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Date