



**State Library Board  
Meeting Minutes**

**Date:** November 19, 2020  
**Time:** 10:30 a.m.  
**Location:** Zoom Meeting

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**Board Member Attendance:**

Ms. Martha Murtiashaw, Chair	Present
Ms. Deborah Hyler, Member	Present
Mr. Walter Caudle, Member	Present
Ms. Loretta Green, Member	Absent
Mr. Marty McKenzie, Member	Present
Ms. Alanna Wildman, Member	Absent

**Other Attendees:** Ms. Leesa Aiken, SCSL, Ms. Laurel Sharp, APLA Representative, Ms. Breanne Smith, SCSL

**I. Board Business and Approval of Minutes**

1. Motion: Martha Murtiashaw called the meeting to order. Marty McKenzie made a motion to approve the amended meeting minutes from the September 24, 2020 board meeting. All present approved the amended minutes.
2. The board discussed updates regarding the 3 board openings. The legislature is still working to approve the board appointments. There are no other updates at this time.

**Director Report**

3. Projects/Programs

A. Agency Administration

1. Aiken reported that the SCSL re-entry plan is in progress and it is regularly evaluated. The majority of employees are working remotely, except for a few TBS and first floor staff members who are in the building regularly.
2. SCSL checked out 157 items in October.
3. Aiken reported that SCSL submitted \$89,359.41 in CARES Act Funding requests to include \$1,060.00 for distance learning, \$86,826.75 for various technology, and \$1,472.66 for disinfecting of public areas.

4. Aiken discussed the FY20-21 Budget Requests and explained that this year's budget is a continuation of last year's budget.
5. Aiken discussed Stage 5 of the REALM project. The results showed that after 8 days, the Covid-19 virus was still detected on leather and synthetic leather materials.

B. Library Development & Statewide Development

1. Summer reading-32, 272 patrons logged reading, 175,080 patrons participated in virtual programs. Aiken reported that the numbers are skewed this year due to the Covid-19 virus.
2. Aiken reported that LD is currently working on the Institute of Museum and Library Services year-end report for the federal grant.
3. Aiken reported that 14 library systems received a Read to succeed book collection award.
4. Aiken reported that SCSL was the recipient of a Network of National Library of Medicine grant. The grant focuses on health literacy and connecting staff with local health organizations.
5. Aiken explained some of the training and continuing education opportunities offered by the SCSL. Mental Health First Aid for Adults has been a very popular offering.
6. Aiken reported that the library has made several changes recommended by the internal accessibility team to include: hiring an ASL interpreter, including closed captioning on zoom meetings and YouTube videos, providing transcripts for podcasts, creating an accommodation and accessibility statement, and adding alt text to images on social media and the SCSL website.
7. Aiken reported that the Check-Out SC backpack program, a partnership program with SC Parks and Recreation, has been very successful. The program ends in December 2020 but Aiken is working to renew the partnership with SC Parks.

C. Talking Book Services

1. The TBS book club is going to be reading "A Christmas Carol" for the month of December.
2. Aiken discussed the Winter Reading Program, which begins in January and runs through the end of February.
3. TBS circulated 12,968 items in the month of October.
4. TBS currently has 4,565 active patrons and 230 active institutions.
5. Aiken reported that the mobile recording studio is now active.

D. Electronic Resources

1. Aiken reported that there were 1,571 tutor.com sessions in October. Math is most used subject on tutor.com and it is primarily used by middle and high school students. Aiken reported that there has been very positive feedback regarding the help offered by tutor.com.

2. Aiken reported that SCSL added genealogy resources which are currently being used by staff for research involving the Faces of Margraten project. Patrons will be able to use the resources in person at the library.
  3. Aiken reported that Linda Heimbürger has been offering Discus training sessions to educators.
  4. SCSL is in the process of updating and adding resources to StudySC.
- E. Information Technology
1. Aiken reported that IT has been working on automating several processes for the agency.
  2. IT has been looking into creating a Discus app.
- F. Collection and Digitization
1. Aiken discussed the SCSL Rare Books and Special Collections the library has as part of its holdings. The State Library has 4 Audubon's, 2 Catesby's, numerous papers from Alexander S. Salley, an original map of Gettysburg during the Civil War, and several items of interest.
  2. SCSL is currently digitizing Annual Reports from SC Department of Education. These reports are one of our most heavily requested resources.
- G. Statewide Services
1. Aiken reported that several state libraries are interested in participating in the Margraten Cemetery project.
  2. A new service, "Book A Librarian," is being offered. Patrons will have the opportunity to schedule a zoom meeting with a reference librarian.
  3. Aiken reported that 410 State Library cards have been issued in the month of October.
- H. Communications
1. Podcasts are regularly uploaded to the SCSL website.
  2. SCSL is adding a pilot program, "Telephone Tales," which is a recording of a children's book. Most recordings are 8-10 minutes in length. Families call in and listen to the stories to help variety during the pandemic. Katie, our reading ambassador dog, is featured as part of the Telephone Tales.
4. Personnel
- A. Open Positions – Aiken reported the SCSL has the following open positions:
1. Director of Library Development
  2. Manager of Library Services
  3. General Library Consultant
  4. State Data Coordinator

The SCSL is not currently seeking applications for the manager positions until all staff members are back onsite.

5. Travel & Meetings

Aiken attended and spoke at the 11/20/20 APLA meeting.

Aiken attended and spoke at Friends of South Carolina Libraries Meeting.

6. Public Libraries

A. Public Libraries are working on re-entry plans and SCSL is tracking progress.

B. Anny Szypulski from Laurens County library system retired.

**II. APLA Report**

1. Laurel Sharp, APLA Representative, had nothing to report at this time.

**III. Financial Report**

1. Current State of: State, Federal, Other funds

**IV. Adjourn** – The meeting adjourned; the next Meeting is scheduled for January 28, 2021.

**Attachments:** Board Minutes 9/24/20, SCSL Budget Report