



**State Library Board  
Meeting Minutes**

**Date:** January 25, 2024  
**Time:** 10:30 a.m.  
**Location:** 1500 Senate St.

**Board Member Attendance:**

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

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

**Board Business and Approval of Minutes**

1. Motion: Jennifer Cunningham made a motion to approve the minutes from the November 17, 2022 board meeting. Mark Herring seconded the motion; all present approved the minutes.

**II. Director Report**  
Agency Administration

1. The House Ways and Means budget hearing was scheduled for January 24, 2024. The State Library had three budget requests to include \$988,380 in salary and fringe, which was approved by DSHR. This request would move 13 positions to state funding. The second request was for \$200,000 for digitization. The third request was for an increase in State Aid to County Libraries. The request would increase State Aid from \$2.25 per capita to \$3.00 per capita, for a total of \$3,383,865. The Senate Finance presentation will be scheduled in the coming weeks.
2. The State Library created infographics for each county public library, highlighting 2022 data as well as District Profiles. This information was provided to public libraries as well as members of the House Ways and Means Education subcommittee.

3. The State Library obtained and installed a state of the art Zeutschel scanner in December of 2023 which \$150,000 provided by the State Legislature last fiscal year. Some of the highlights of the scanner include: adjustable book cradle, high definition images, digitization of oversized and special items (machine can accommodate up to 48x56), and the capability to scan up to 4 magazines at a time.
4. The State Library Leadership team is in the process of strategic planning, working through every project and program of the State Library to assign outcomes, goals, and metrics.
5. The State Library will be increasing the outside digitization contract with Backstage to digitize items that are not delicate or fragile, such as the latest House Journals.
6. The annual review period for the Legislative Oversight Committee findings took place in November of 2023.
7. The State Library Communications Department has been seeing a significant increase in social media engagement after utilizing Facebook ads. This has resulted in significant increases in program attendance and library card enrollment.
8. The State Library Center for the Book Program was featured on the local WISTV series, Soda City Live.
9. Agency Director, Leesa Aiken, and Deputy Director, Chris Yates will attend National Legislative Day in Washington D.C at the beginning of March. The agency was not invited by ALA so the responsibility for travel and arranging meetings will fall on the State Library. Aiken and Yates will attend COSLA meetings ahead of the legislative meetings. Aiken and Yates plan to focus their efforts on IMLS funding, Discus, Broadband, and Digitization.
10. The Talking Book Services Art Gallery calendar has been published. The calendar features photographs of art created by the 2023 winners.

### Partnerships

1. Aiken attend the K-12 Principals Meeting today. There has been conflict concerning \$20 million dollars in BEAR funding.
2. Aiken serves on the Broadband Advisory Committee. Aiken is working to ensure that libraries are included in the various plans from the Office of Regulatory Staff related to broadband in the state.
3. The State Library held an event for the 70<sup>th</sup> Anniversary of SC Wildlife Magazine, published by the Department of Natural Resources. Over 80 people attended the event. The State Library digitized the entire SC Wildlife collection, except for 1 year that is held back for paid subscribers. DNR previously wanted to digitized the collection and looked at pricing from an outside vendor, which was out of their budget. The digitization team at the State Library offered to digitized the collection at no cost as it fits into the library goals of accessibility as well as serving other state agencies.
4. Teaching Books was added to the Learning Object Repository that is administered by the Department of Education. The State Library is working with the Department of Education on adding other electronic resources to the LOR. The State Library met

with Lee D'Andrea of DOE to discuss promoting Discus and Tutor.com and providing direct links on the DOE's website to increase usage.

5. Aiken facilitated a panel discussion at the First Steps SC Summit on Early Childhood focusing on early childhood practices. Panel participants included the Department of Education, State Library, and First Steps.
6. The State Library has strengthened its partnership with the Friends of South Carolina Library's group. This year the State Library hosted the Annual FOSCL Regional Meeting and are coordinating additional regional meetings.
7. Chris Yates has been working hard to get the new ILS vendor/software functioning for the SLENDS group. There have been many unanticipated issues but they are being worked out.

### Projects/Programs

8. The State Library will focus on digitization of local collections in the coming grant period, with planned funding of several impact subgrants focused on digitization, in addition to having out of the box programs for libraries to select. The goal is to digitize items of interest before they are lost over time to the changing space needs of libraries.
9. The State Library Center for the Book Program is in full swing. Upcoming events are posted on the event calendar. Patrons are encouraged to attend and share upcoming events.
10. Reference librarians Hannah Majewski and Melanie Griffin recently spoke to the General Andrew Jackson Chapter of US Daughters of 1812 about the genealogy resources available at the State Library.

### Personnel

11. Wendy Coplen, Finance Director, was selected by IMLS to be a spotlight on the work that is done with IMLS funding. The video has been published on social media and shared repeatedly.
12. The State Library has created a work from home plan to assist with recruitment, retention, and parking. Six staff members have been moved to a work from home status. By offering a work from home option, the State Library will be able to recruit new staff for hard to fill positions, including those who may live in different areas of the State. The State Library is facing an issue with parking, and there are no long term solutions. There will be parking passes available to staff at the USC garage on all staff days including staff meetings.
13. Staff throughout the building have moved to areas where they can work more closely with teams being established. For example, the new positions of Project Manager, Education Design and Delivery have been relocated to the Mezzanine along with the State Data Coordinator. These three positions will be key to evaluating data and responding to that data in programming and projects.
14. The Sunshine Committee is planning events for the coming year including shared meals, staff day, and other internal events.

15. The State Library has the following open positions: Discus Customer Support Specialist, Administrative Assistant, Federal Documents Librarian, Digitization Specialist, Director of Public Services.
16. There have been several new hires and promotions including: Sarah Pettus- Director of Library Collections, Virginia Pierce- Director of Digitization and Government Documents, Beyoncé Lundy – Reference Librarian, Jonaquia Harris- Project Manager.

### Upcoming Events

17. Aiken mentioned that the annual Read-In event is scheduled for April 11 this year. Several new partners have been interested in participating including the Treasurer's Office and members of the State Legislature. The Communications Department will share information with Legislators so they can recognize schools in their districts on the floor.

### Public Libraries

18. There has been a 58% turnover in public library directors in the last five years. New staff have less experience than their predecessors. The State Library is seeing a need for more education on how to run a library system than on consulting. Several issues that have arisen over the last year, led Aiken to redesigning the State Library library development department to be focused on education tracks specific to positions in the library. Additionally, with challenges in recruiting consultants this approach will allow the State Library to reach more library staff.
19. The State Library will host a 2 ½ day Library Director Summit in March focusing on finance, HR, library boards, political landscape, and buildings and facilities.
20. There are currently Director vacancies in Saluda, Chesterfield, and Calhoun.

### **III.** APLA Report

There was not a quorum at the APLA meeting yesterday. Laure Sharpe explained that the state aid increase for public libraries would help combat inflation. State aid is critical to libraries, particularly smaller counties. Sharpe also mentioned that the public libraries are appreciative of the infographics created by the State Library. Faith Line will be taking over as the APLA liaison at the next board meeting.

### **IV.** Finance

Aiken discussed the financial report. The budget is on target for this time of year, with nothing of merit to highlight.

### **V.** Adjourn

1. Jennifer made a motion to adjourn the meeting; Alanna Wildman seconded the motion and all approved. The next meeting is scheduled for March 23, 2023