



**State Library Board
Meeting Minutes**

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

Board Member Attendance:

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

Other Attendees: Ms. Leesa Aiken, SCSL, Ms. Breanne Smith, SCSL, Faith Line, APLA, Mr. Matt Gates, Attorney General's Office

A. Board Business and Approval of Minutes

2. Motion: Anna Claire Dando made a motion to call the meeting to order. Mark Herring made a motion to approve the minutes from the May 23, 2024 board meeting. Debbie Hyler seconded the motion; all present approved the minutes.
3. Discussion of Proviso 27.1:
 - Aiken explained the State Aid process for public libraries. Libraries must meet the requirements associated with State Aid to include submission of a Maintenance of Effort form, a county audit, and a balanced budget form. Typically, 1st quarter State Aid is released to every county without any paperwork required. The 2nd-4th quarter State Aid payments require all paperwork to be submitted. Aiken then opened the floor to a discussion on Proviso 27.1.
 - Mark Herring requested notification to the Board if Aiken is aware of any controversial topics which may arise related to the State Library.
 - Alanna Wildman asked what the expectation was of the State Library from change to the proviso and direction of the legislature. Wildman asked if the State Library needs to change any current processes, etc. Aiken mentioned that the State Library does not have an attorney on staff and has asked for clarification from the Attorney General's Office on the matter as the State Library does not have the authority to oversee public library collection. Collection decisions are made at the county level. Aiken has ensured that every public library system has a Collection Development

Policy, Request for Reconsideration Policy, and Request for Reconsideration Form available to the public.

- Matt Gates from the Attorney General’s Office stated that Attorney General opinions are non-binding and the only true answers to legal questions are from a court in South Carolina.
 - Aiken mentioned a meeting that she and Ms. Angela Craig, Charleston County Public Library Director recently had with the Governor’s Office. Aiken indicated the Governor’s Office seemed to understand that the State Library does not oversee the collection development of public libraries in South Carolina and that the public library board is responsible for the collection development policy. Advice given by the Governor’s Office was to require an additional certification of public libraries noting compliance with legislation related to libraries prior to distributing state aid. Aiken noted the guidance given related to request for reconsideration policy and form and was under the impression that this was sufficient. It was made clear and understood during that meeting that the State Library does not have the ability to audit, or enforce non-compliance and that these issues would be referred to the public library director and local public library board.
 - Aiken informed the group that a new funding certification form was created and is required as a part of the State Aid process, certified by the Library Director and the Board Chair compliance with all state laws and regulations related to State Aid – this would include any changes to Proviso 27.1.
 - Mark Herring asked if libraries still certify with CIPA. Herring also expressed that libraries need to be aware of what they are certifying in Proviso 27.1. Anna Claire Dando asked if Mark Herring wanted the wording changed in the funding certification.
 - Faith Line advised the group that Aiken provided libraries with clear information on Proviso 27.1 to include that additional changes may be necessary in the future.
 - Aiken mentioned that the Attorney General’s Office has provided guidance over the years and the State Library appreciates the support given, noting again the State Library does not have legal counsel. Aiken intends to comply with all legislation, regulations, and guidance provided to ensure compliance.
 - Aiken presented the board with an infographic related to public library statistics for FY22 related to public libraries in South Carolina. Public libraries had 7.8 million visits and circulated 31 million items. There were 61 requests for reconsideration of materials during that period. Not all requests for reconsideration are related to prurient interest.
4. Board Training - Dando asked to set up a one-time date for board training in the future.

B. Director Report

1. Agency Administration

- A. Aiken discussed the State Library FY24 budget. The State Library received for \$200,000 in recurring funds for digitization, \$983,000 in payroll and fringe, and State Aid is increased to \$2.50 per capita, which equates to a little over a million dollars.
1. The State Library received \$2.8 million dollars in earmarked funds this legislative session for public libraries. These funds are used for special projects, noted in the funding request. Aiken discussed earmark funding during the Director’s Summit in her sessions related to funding, how to use it, account

for it, provide financial reports, etc. Half of the public library directors have been in their roles for less than 5 years so training on these topics is necessary. There is an administrative process for earmarked funds and documentation must be provided throughout the year by the public library to the State Library. Aiken reported the SCSL is working with the public libraries who are set to receive this additional funding.

2. Aiken serves on the K-12 Technology Board, in that role she requested \$693,000 in funding for electronic resources. The Board will vote at the next meeting on funding requests by partners.
3. Aiken discussed the State Auditor's report. There were two findings on the report related to classification of assets. Corrections were made to the assets in question and staff have undergone additional training. However, the audit is considered to be stellar.

2. Partnerships

1. Caroline Smith recently presented digital accessibility training to K-12 educators at an Accessibility Bootcamp hosted by SCETV.
2. The State Library is working with CORE SC which offers hydroponic garden grants. South Carolina has significant food deserts across the state and these grants will be given to public libraries. Jennifer Jean, Statewide Services Coordinator, is assisting libraries with acquiring the grants.

3. Projects/Programs

1. Aiken reported recent changes to the State Library grant program - continuing education grants have increased to \$2,000 for out of state conference travel and tuition reimbursement grants have increased from 1 class to 2 classes, with 4 classes total for a library. Faith line interjected that this is a significant help to public libraries and much appreciated.

4. Personnel

1. The State Library has the following open positions: Discus trainer, Administrative Assistant, Public Information Coordinator. There are two interviews scheduled for the Administrative Assistant and Discus Trainer positions.

5. Upcoming Events

1. The National Book Festival is set for August 24, 2024; Aiken, Chris Yates, and McCabe Rentz will be attending the National Book Festival and sharing information on South Carolina.
2. The Library Development department has an upcoming Adult Programming Exchange in an effort to share information among libraries to learn from each other regarding reaching targeted adult populations.

6. Public Libraries

1. APLA held a meeting last week at the State Library. APLA is asking for a \$3.00 per capita increase to State Aid in FY25. APLA is working on establishing a PR group to put together coordinated messaging.
2. The State Library is researching consortia purchasing. The State Library currently offers BookWhere which is a copy cataloging program, through consortia purchasing for public libraries. Other potential consortia purchasing would include print on demand and IT security.
3. Aiken reported that Saluda County Library is the only library with a Director vacancy at this time.

C. APLA Report

Faith Line mentioned how much she appreciated Aiken's help and support concerning Proviso 27.1. Public libraries are doing their best to continue moving forward in light of the recent changes.

D. Finance

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

Aiken addressed the Board concerning the Agency Head Salary Review Study and Request. All Agency Director raises must be requested by the Board Chair. The pay band for Agency Directors has recently changes. In order to keep Aiken in her current band, the Board must ask for a salary increase. Dando will work on the appropriate paperwork to submit to the Committee for review.

E. Executive Session – Not observed

F. Adjourn

- a. Debbie Hyler made a motion to adjourn the meeting; Alanna Wildman seconded the motion and all approved. The next meeting is scheduled for September 26, 2024.