

Minutes
Laurens County Library Board of Trustees Quarterly Meeting
April 28, 2021
4:30 PM, Laurens Library Meeting Room (Mixed Meeting)

Attendance	Ms. Renita Barksdale (Director), Ms. Jamie Lambert (Deputy Director), Ms. Shirley Jefferson, Ms. Annette Senn Crawford, Ms. Pat Moberg, Ms. Wanda Woody, Ms. Carol Gaines. Ms. Velma Austin (via Zoom call). Members absent: Ms. Rose Blackstone.
<i>Meeting was called to order at 4:33 PM by Wanda Woody. Barksdale made motion to make amendment to agenda, Woody approved; Jefferson seconded.</i>	
Minutes:	Minutes from meeting were approved by Crawford, Woody seconded.
Financial Report	Barksdale reviewed report from accountant, estimates \$50,000 in bank account by end of fiscal year. Explanation of purchase process (for example, Amazon in leu of Midwest Tapes).
Laurens Building Updates	<ul style="list-style-type: none"> • Computer adjustment to make patron's usage viewable to staff. • New system through Envisionware to offer remote help to patrons. • Expanded computer area for more ethernet and power outlets. • New book drop will be installed outside. • Children's and Reference desk has been removed. Staff will be pushed to offer 'roving' assistance/ reference. • New meeting room technology – television and computer at podium – for patron usage. • New book display for adult fiction • iPads throughout the library for catalog search closer to collections.
Update on Board Vacancies	The County Council has tabled board approvals again. McDaniels, Tribble, Patterson's districts do not have representatives. Barksdale asked board members to call commissioners to push for members. Board requested to find out what districts are already represented.
Approval of the Job Description	Woody requested qualification remove simply high school diploma. Experience can be substituted in leu of education. Motion made by Woody for approval (with amended changes). Jefferson seconded. All approved.
Approval of Circulation Policies	<ul style="list-style-type: none"> • Barksdale reviewed policy and explained significance of why the library needed the policy. <i>Example, guest passes not for residents.</i> • Idea for new 'juvenile' restriction (for approval by adult legal guardian). • Appeal process explained if a patron/ library user contests their ban • Notices when the new policy is published for the public will be out to alert them of changes via email/ website. • Patrons can have a printed version of policy if they pay for the copy, otherwise a 'sparknote' version or email will be provided (upon request). <p>Woody made the motion to approve with amendments. Jefferson seconded. All approved.</p>
Approval of Staff Code of Conduct	Woody made the motion to approve. Crawford seconded. All approved.
Approval of Rules and Regulations	Make amendment to 12 regarding the patron's privacy/confidentiality. Woody made the motion to approve with amendment. Jefferson seconded. All approved.
Approval of Staff Day (June 1, 2021)	Woody made motion to approve. Crawford seconded. All approved.
Saturdays (Amendment)	Closing Clinton on Saturdays, Laurens will stay open. Woody made the motion to approve. Jefferson seconded. All approved.
Director's Report	Barksdale gave website upgrade overview.
Friends of the Library Report	Ms. Moberg will be new Friend's president May 1 st Overview of membership changes for board: Mackie Barnes, Josh Black Postponed Friends meeting for the public. \$698.50 made at Big Friends Book Sale.

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*Woody called the meeting to be adjourned at 5:52PM. Crawford seconded.
Submitted by Jamie Lambert 4/29/2021.*