

Jasper County Library

Board Meeting Minutes

April 16, 2024

Present:

Julie Mikols, Chair.

Stu Shatz, Vice-Chair.

Julie Aloisio

William (Billy) Weaver

Glenice Watts

Carolyn Fortson, AHJ Regional Library Director

Marcia Cleland, Pratt Memorial Branch Manager

Darlene Thomas -Burroughs, Hardeeville Library Branch Manager

Visitors:

Roxanne Enman, Friends of Pratt Memorial Library

Beth Miller, Friends of Hardeeville Library

Jullie Mikols, Chair., called the meeting to order at 6:00 pm.

Minutes from the Jan. 16, 2024, meeting will be tabled until the July 16th meeting.

Pratt Memorial Library Report (Jan., Feb., March)

Programs:

Toddler Story Time-Jan., Feb., & March

Snow Day Crafts & Stories

Adult Painting Class

Healthy Eating Classes-Jan., Feb., & March

Black History Kickoff

Pastor Patricia Dupont-Hicks Black History Program

Take Your Child to the Library Day

Dr. Seuss Birthday Party

Pastor P's Women's History Month

For upcoming events, visit: <https://www.ahjlibrary.org/prattmemoriallibrary>

Utilization (Jan., Feb., March)

Patrons	1865
Computer Use	407
Directive Queries	350
Informational Queries	313

Meeting Room Usage:

Palmetto Speech

IDEMU

Tutors

Hardeeville Library Branch Manager Report: (Jan., Feb., March)

Maintenance:

The locking mechanism at the front lobby door failed but new parts were replaced by Hardeeville city maintenance.

The installation of shelving for the community room closet has been scheduled for April 17, 2024.

The installation of the break room door has been scheduled for April 30, 2024.

Submitted a request to Hardeeville Hears and Helps requesting that the building and windows be power washed.

Programs: (Jan., Feb, March)

Storytime

Movie Matinee

Get Leg(o) Up

For the Birds, featuring Tequila a Harlequin Macaw

For upcoming events, visit: <https://www.ahjlibrary.org/hardeevillecommunitylibrary>

Meeting Rooms Usage:

Early Voting for the Democratic and Republican Presidential Primary, Jan. 22-Feb. 22, 2024, with 1,503 participants. Early Voting for the November National Election will October 21-November 2, 2024, with polling time being 8:00 am-7:00 pm.

Jasper County First Steps

Friends of Hardeeville Library

Bluffton Self-Help uses the computer lab on Monday and Wednesday 11:30-4:00 and Fridays 10:30-4:00. BSH has requested to use the community room on Monday and Wednesday from 9:00-11:00. This request will begin late August 2024 and end early December 2024, the restart early January 2025 and end in late May 2025.

Low Country Legal has requested and was granted use of the community room from April 24-September 25, 2024. This will be weekly Wednesday 11:00 am-3:00 pm while the Hardeeville Chamber of Commerce is being renovated.

Utilization: (Jan., Feb., and March)

Patrons	2,402
New Cards	230
Computer Use	945
Directive Queries	123
Informational Queries	1,557

Staffing Request:

Hardeeville Manager Burroughs requested a second part-time person to be hired or extended hours for the current part-time staff if they are available.

Originally, prior to Covid-19, Hardeeville Library was staffed with two full-time employees and two part-time employees but with the temporary closing of the libraries to the public, then the reopening with limited hours, the staffing changed. Now that libraries are fully operational once again, Ms. Burroughs is requesting to be fully staffed once again.

Trustee Stu Shatz asked how many hours Ms. Burroughs is requesting? Ms. Burroughs stated that 7 additional hours would be needed, more than that could be utilized. Presently, Maria works 15 hours per week and Kelsey works 35 hours per week.

Pratt Friends Group Report:

Roxanne Enman, Chair., reported that the bookstore is in the process of working with Thrift Books to sell some of their inventory. What books they cannot sell will be donated to the local prison, nursing home and possibly a few stored so that the Friends will have a small inventory when they reopen the bookstore.

Donation letters have been sent out, with very little response.

A community yard sale will be held at Pratt Memorial on April 27, 2004.

2 \$1,000.00 scholarships will be presented to students from Thomas Heyward Academy and Royal Live Oaks.

Friends and members of a Jasper County Ladies group are making a quilt that will be raffled off at the Gopher Hill Festival in October.

Hardeeville Friends Group Report:

Beth Miller, Member of the executive board for this group, reported on their progress. They are presently working with the SC State Library staff on preparing by-laws, a mission statement, 501©3 designation, and determining if liability insurance will be required for the establishment of the Hardeeville Friends.

Regional Directors Report:

Carolyn Fortson, AHJ Regional Director

Jasper County has processed quarterly allocations for the library.

2024-2025 Fiscal Year budget is ready to present to the Jasper County Council once a presentation date is scheduled by the Council.

A new AHJ Regional Library web site has been launched.

Strategic Planning Phase 1 is complete.

Survey Committee is being formed.

Vision Statement is part of the Strategic Planning.

An in-service workshop is planned for staff on April 26th.

Trustee, Billy Weaver asked if E-books are available and popular along with DVD's, movies and audio books. Ms. Fortson, and both library managers attending, stated that they are consistently used.

Proposed By-laws Updates:

- a) Article III, Section 1, first paragraph: Insert the sentence "If possible, there shall be at least one member representing each geographic area of the County" after the second sentence.
Stu Shatz made the motion to accept, Billy Weaver seconded the motion, Board approved.
- b) Article III, Section 1, first paragraph: Add the sentence "All members shall serve without compensation" at the end of the paragraph.
Stu Shatz made the motion to accept, Billy Weaver seconded the motion, Board approved.
- c) Article III, Section 4, Subsection (c)-Duties of the Secretary: Strike the sentence "The secretary shall sign he approved minutes and file in a Record Book" and replace it with "The secretary shall sign the approved minutes and provide them to the Regional Director, who shall ensure that they are posted to the Regional Library's website."

Stu Shatz made the motion to accept, Billy Weaver seconded the motion, Board approved.

Old Business:

- Pratt Memorial Renovation: Chair Mikols reported from Mr. Danny Lucas that renovation will not begin before sometime in June but could also be later due to the purchase by the County of the DaVita Building. He also stated that the team is working on a plan to address the drainage issues that must be addressed before repairs to the foundation and floors can be started. He also confirmed that we would receive a two week notice prior to moving. Billy Weaver stated that he had tried to get a floor plan of the DaVita Building so that he could draw a layout for possible furniture and equipment placement. Stu Shatz offered to work with Mr. Weave to acquire the plans.

Groundbreaking Ceremony was also discussed with Mr. Lucas per Chair. Mikols, at which point he stated that the administration and county council would want to be represented, but that the renovation committee, Pratt Friends and the Board of Trustees should be thinking about what we would like for the ceremony to look like.

Fund raising donation letters were discussed earlier and at this time Chair. Mikol asked if the Board would help with the fund raising, possibly meeting with potential donors. There were no volunteers at this time, so it will be addressed at the next meeting. It was suggested by Chair Mikols and Dir. Fortson that all members visit the AHJ website and view the Pratt Wishlist.

Bookmobile: The bookmobile makes 3 stops in Jasper County on the 1st and 3rd Tuesday of each month, having approximately 10-15 patrons per 40-minute stop as reported by Dir. Fortson. The new Margaritaville stop was well received by patrons and another stop at the Sun City community is being considered. The Beaufort bookmobile stops in Sun City on Thursdays. Mgr. Burroughs stated patrons have been inquiring about the new bookmobile stop and have gotten flyers from the Hardeeville library.

Elder Law Program: This program has been coordinated by Stu Shatz and Dir. Burroughs to be presented at the Hardeeville library on April 18th.

New Business: A proposal was made by Chair Mikols to change the regular meeting time to 5:00 pm, Stu Shatz seconded the motion that was carried by a majority vote.

Next Meeting Dates:

July 9, 2024, Next AHJ Regional meeting 5:00 at Estill

July 16, 2024, Next Jasper County Meeting 5:00 at Pratt Memorial

Special Accommodations Available Upon Request to Individuals with Disabilities.

Call (803)584-3513 x1

Submitted by Glenice Watts

Approved July 16, 2024

