

**Jasper County Library
Board of Trustees
Meeting Minutes
7/16/2024**

Present

Trustees:

Julie Mikols, Chair

Stuart Shatz, Vice-Chair

Sandi Vito, Secretary

Julie Aloisio

Daniel Gemmel

Glenice Watts

Billy Weaver

Staff:

Carolyn Fortson, Regional Director

Darlene Thomas-Burroughs, Hardeeville Branch Manager

Marcia Cleland, Pratt Branch Manager

Guests:

Eileen Cole, President, Friends of Pratt Library

Carolyn Crosby, President, Friends of Hardeeville Library

Meeting called to order at 5:01 p.m.

1) Minutes:

- Trustee Vito reported that the January meeting minutes were delayed and requested approval be conducted via email. Unanimously approved.
- April 16, 2024 meeting minutes approved unanimously.

2) Regional Director's Report provided by Carolyn Fortson

- Financial Report
 - i. Jasper County paid all approved allocations for the 2023/24 fiscal year.
 - ii. Jasper County approved an increase of \$12,000 for the 2024/25 fiscal year, which will enable the library to increase service levels and add one staff person.
 - iii. State library allocation of \$150,000 per county has been approved for FY2025, which is level funding from the State of South Carolina.
 - iv. Branch managers will be provided with their allocations for collections and materials in August. This represents a process change which will enable branch managers to more efficiently plan.
 - v. Regional Director reported that the AHJ tri-county library board of trustees voted to prioritize new programmatic spending on:

1. Acquisition of Hoopla, which includes access to an online ebook collection with latest best sellers, usable Kindle format, and DVD collections.
 2. Acquisition of print management software for all library branches.
 3. Replacement of service van.
- Summer Reading Program
 - i. Outreach booklet that includes summer reading and library events dates and descriptions was designed, printed and made available at all library branches, on the Book Mobile, and for outreach activities. Responses from community members and library patrons to the marketing material has been overwhelmingly positive.
 - State Library is collecting stories from branches to publicize the value of libraries and library activities.

3) Pratt Branch Report by Marcia Cleland, Branch Manager

	<u>Quarterly Report on Usage</u>			
	April	May	June	Total
Patrons	655	723	866	2244
New Library Cards	10	22	15	38
Computer Use	105	85	107	117
Directive Questions	72	113	117	302
Information Questions	123	123	150	396

Program Highlights

- Toddler Story Time (3 events)
- Children's Painting Class (18 participants)
- Children's Book signing with Roxanne Williams (25 participants)
- Summer Reading
 - Bright Star Theatre (20 participants)
 - SC Aquarium (38 participants)
 - Outside Obstacle Course (71 participants)
 - Dunamis Karate (37 participants)
- Storytelling for adults with Patricia Dupont Hicks (2 events, but not well attended)
- Meeting Room Usage is increasing. Highlights of services and events in the meeting include Palmetto Speech, tutors, Healthy Eating Classes, and other public service events.
- Historic items and belongings of the Pratt family have been collected into one room so that family members, the Morris Center and other historical organizations can evaluate and/or remove the items. This effort is in preparation for the move to temporary space and the Pratt Library renovation.

4) Hardeeville Branch Report by Darlene Thomas-Burroughs, Branch Manager
Quarterly Report on Usage

	April	May	June	Total
Patrons	654	705	803	2,162
New Cards	48	41	63	152
Computer Use	260	304	331	895
Directive Questions	24	32	46	102
Reference Quest.	341	414	491	1,246

Program Event Highlights

- Storytime
- Beyond the Estate: Life Care Planning Workshop
- Spoken Word
- Taste of Tea
- Home and Garden
- Summer Reading
 - Adventure Begins at Your Library
 - South Caroline Aquarium
 - Migration movie
 - Arts and Games Day
- New Programs/Initiatives
 - Diaper Bank with Over the Moon, Second Thursday of every month
 - Blood pressure monitors can now be checked out by AHJ cardholders. Monitors were donated by the American Heart Association and Low Country Community Foundation
 - An Antioch Educational Center Summer Youth Work Program participant is now working at the Hardeeville Library for 20 hours a week.

5) Pratt Friends of the Library Report by Eileen Cole, Chair

- Quilt auction for the Gopher Hill event is planned and a beautiful library-themed quilt was donated.
- Friends also will have a float and table at Gopher Hill event, including baskets to raffle. A request was made for the Book mobile to attend the event.
- Pratt Friends meet the first Tuesday of each month.

6) Hardeeville Friends of the Library Report by Carolyn Crosby, Chair

- The Hardeeville Friends group has filed all official paperwork and is a registered non-profit
- They received their first grant in the amount of \$250 from the Friends of the South Carolina Library
- A membership drive is their focus

- Successful friend event at Margaritaville Book mobile day. Friends' members assisted with passing out and collecting library card applications.

7) Old Business

- Pratt renovations
 - i. Jasper County purchased the former Davida site at 112 Weatherby Street for use as temporary space during renovations. Dimensions and other information were provided to the state library for deployment of infrastructure, including information technology.
 - ii. MB Kahn is the new developer for the Pratt site, and they report October is the likely timeline for moving to the new space.
 - iii. Trustee Weaver also needs access to the space to rescale furniture and book shelving layout in the model. Chairperson Mikols will coordinate with the county to gain access.
 - iv. Chair of the Pratt Friends group, Eileen Cole, presented at the request of the Trustees two ideas for events to publicize the move:
 1. Groundbreaking at Pratt Library
 2. Temporary Space opening event

Signage needed for the move at the current Pratt Library directing patrons to the temporary space, as well as signage at the temporary space. Board and staff volunteers requested to help plan the events.
- Bookmobile
 - Hardeeville Friends group will coordinate bookmobile calendar for Margaritaville to continue to support outreach and assist library staff.
 - Recommended that the bookmobile arrange visits to Hilton Head Lakes Development.
 - Sun City was delayed, but the bookmobile has been approved by the HOA for regular visits. Trustee Vito will reach out to bookmobile staff to coordinate first visit.
 - Director Fortson reported that an outreach van is a much cheaper and more nimble option to the bookmobile. She will work on grants to fund an outreach van.

8) New Business

- An election for a new Vice-Chair will take place at the October meeting. Trustee Shatz indicated his desire to step down from the position.