



Allendale, Hampton, Jasper Regional Library Board of Trustees

Estill Public Library

100 Peebles Ave N. Estill, SC 29918

Tuesday, January 13, 2026 at 4:00pm

MEETING MINUTES

1) Welcome

2) Call to Order and Determination of Quorum

The quarterly regional board meeting was called to order at 4:00pm by Kim Thomas. Trustees in attendance were Kim Thomas, vice-chair [Hampton]; Glenice Watts [Jasper], Emerson Wiles [Hampton], Frances Chavous [Allendale], Rachael Sharp [Allendale]. Staff members Sena Loyd, Abigail Barna-Ashely, and Kelsey Boone were also in attendance.

3) Approval of Previous Meeting Minutes

- a. Tuesday July 8th at 5pm and Tuesday, October 14, 2025 at 5:00pm

Tuesday July 8th:

Glenice Watts moved to approve, Frances Chavous second. Passed 4-0-1, Kim Thomas abstains.

Tuesday October 14th:

Glenice Watts moved to approve, Frances Chavous second. Passed 4-0-1, Kim Thomas abstains.

4) New Business

- a. Nomination and Election of Vice Chair for AHJ Regional Library Board

Emerson Wiles nominates Kim Thomas to serve as vice-chair. Frances Chavous seconds. Passed 4-0-1, Kim Thomas abstains.

- b. Naming Spaces, Programs and Donor Recognition Policy

Come up due to requests at the Pratt Memorial Library to make a donation in the name of [someone].

Ensuring that we are only dedicating the useful life of a space for donations of naming spaces within libraries. Addresses what the Regional Board, County Boards and Director can do. Note that if the room name changes, the history of the name of the spaces needs to be retained within the library system.

Glenice Watts moves to add the Naming Spaces, Programs and Donor Recognition Policy to the AHJ Regional Library Policies. Frances Chavous seconds. Passed 5-0-0, unanimously.

5) Old Business

- a. Strategic Plan

- i. AHJ Regional Library has not had a strategic plan in a while. We worked with USCB to develop a comprehensive system wide strategic plan through workshops and community surveys. The framework for the strategic plan you see here is Objectives and Key Results (OKRs). This will be our Strategic Plan for 2026-2028.

- ii. Action tracking spreadsheet will be provided at each meeting going forward as part of the Directors report.
- iii. Board responsibilities include approval of the strategic plan and oversight of execution of the strategic plan, including allocating sufficient budget year over year.

Frances Chavous moves to adopt the Strategic Plan. Emerson Wiles seconds. Passed 5-0-0, unanimously.

b. Technology Plan

- i. Objective and Key Results are mapped to the Strategic Plan so that we are not necessarily duplicating work but emphasizing where there needs to be work accomplished related to the technology in the system.
- ii. Grant funding needs to be pursued to accomplish the level of funding necessary for fulfilling the technology plan.
- iii. Mr. Wiles asked Director Loyd how long she had been with the system, which she answered 1 year. He asked if she knew we were this far behind, and that all of this is (above) is to just get us to where we are supposed to be. Director Loyd answered in the affirmative. Mr. Wiles stated that he figured that was the case but that he didn't know it until now.

Glenice Watts moves to adopt the Technology Plan. Rachael Sharp seconds. Passed 5-0-0, unanimously.

c. Finance Committee, Budget and Audit

- i. FY2025 End of Year Review and Audit Review

Glenice Watts moves to approve the FY2025 Annual Financial Report and Audit. Frances Chavous seconds. Passed 5-0-0, unanimously.

- ii. FY2026 Budget and Finance Review
- iii. FY2026 Augmented Budget Approval
 - 1. Grant Budget and Match
 - 2. County Appropriations

Approval of augmented budget including using retained earnings from Jasper County State Aid for Hardeeville Book Locker Grant Match and Each County by % State Aid for Literacy Lander Grant Match; Emerson Wiles moves to approve. Rachael Sharp seconds. Passed 5-0-0, unanimously.

- iv. Director and Officers' Insurance

Everything has been submitted, should be receiving an invoice and we should be covered once paid. Will be looking at additional insurance etc.

6) Reports

- a. Director Report – Patron counts provided verbally, digital resources data provided digitally.
- b. Deputy Director, Community Engagement Report – Written Report Provided

7) County Reports

Allendale: SC 250, 18 complete sets of the History Man SC 250 Initiative. Concern that the kids would run them, but do want to make them accessible to the kids. Would like to donate some sets to the libraries. Possibly we can Kapco cover them for durability. Maps for County tour sites at the library, with the Historical Society.

Hampton: One side of the information desk has been delivered.

Jasper: Pratt Memorial Library hopes to open in the next couple months.

8) Announcements

- a. Next Meeting – Tuesday, July 14, 2026 at 5:00pm Estill Public Library

- 9) Public Comment: *Members of the public wishing to address the Library Board of Trustees may come forward and speak on any topic that is relevant to or within the authority of the Library Board. The Board respects the right of citizens to present differing opinions and views. Comments shall be limited to three minutes per person and the person wishing to speak should sign the sheet provided by the secretary prior to the beginning of the meeting.*

No members of the public were present.

10) Executive Session

Emerson Wiles moved to approve temporary staffing plan at Estill Public Library, Kim Thomas seconded. Passed 5-0-0, unanimously.

11) Adjournment 5:54pm