

## York County Library Board of Trustees

Minutes from August 15, 2024 Board Meeting - Main Library @ Rock Hill

The YCL Board meeting was called to order at 6:00 pm by Witte, Board Chair. A quorum was determined with the following trustees in attendance: Dennis Getter, Charles Robinson, Timothy Steele, and Anne Witte. Also present from YCL: Martin House, Buffy Koran, and Julie Ward.

A motion was made and carried unanimously to approve the agenda. (Steele / Getter)

A motion was made and carried unanimously to approve the June 27 minutes. (Getter / Steele)

### Reports

Director:

- Auditor's letter was included in the packet. They would like to try to wrap up by the end of August.
- Statistics are for the new fiscal year and include fiscal year comparisons.
  - Getter would like to see last year as a comparison and would prefer smaller dots.
  - Getter asked if we purge library cards. Ward said that typically happens on a five year cycle. Patrons are required to renew cards every two years.
- Wifi Usage is down because of a change in the counting process by the software.
- Summer Reading Challenge ended on 7/31/24 with record registrations and minutes read.
- Patchwork Festival will be September 21, 2024 at The White Home in Rock Hill. All board members are invited to attend.
- The electrical upgrade should go out to bid at the end of September or early October.
  - Steele asked about the cost and scope of work, but we do not have that information yet.
- County Council has accepted insurance payment for the totaled vehicles that were damaged in the hail storm.
  - They have been picked up.
  - We are on the agenda to ask the county council to use the funds to purchase a replacement vehicle.
  - The Friends of the Library will help with this once we have approval.
  - We plan to set up a vehicle replacement plan in the next fiscal year.
  - Getter asked about a structure to protect vehicles going forward. Ward will talk with the Building Superintendent about whether this is an option.
  - Steele would also like to see if there can be a curb cut at the end of the parking lot.

Treasurer:

- Salaries and Employee Benefits
  - Projected to Date is incorrect because it is for 24 pay periods instead of 26 which we have.
  - There were four open positions.
  - There was one week of payroll accrued to the last fiscal year.
  - The 3.5% merit increase was not effective until the second pay period in July.

- Memberships were higher because of when they renew during the year.
- Periodicals were higher because we prepay at the beginning of the year.
- Books and other materials are lower because they were unable to start ordering right away in July due to needing to close out the old year first.

Standing Committees:

- Strategic Planning committee will be Robinson (chair), Steele, and Herring (new board member).
- Policy committee will be Getter (chair), Michael, and Piening.
- Advocacy should be everyone's responsibility and will no longer be a standing committee.

### **Old Business**

Amended Budget (State Aid):

- Amended request includes the increase in State Aid and an increase in other revenues due to a credit for the South Carolina Retirement System.
- Traditionally we have only used State Aid for materials, so that increase has been applied to increase the electronic resources budget.
- The credit from SCRS has been split between staff development and electronic resources. The funds to staff development will be used for training for the new AED machines.
- Getter asked if the AED machines had been purchased. Not yet.
- Steele asked why the funds were put towards electronic reference. With the decrease in our assigned millage, we will have to decrease the number of Hoopla instant borrows from 10 per month. Assigning the funds here will hopefully keep us from having to decrease it too much.
- Getter asked how much State Aid increased the budget. State Aid was \$71,000 and the SCRS credit was \$29,000.

A motion was made and carried unanimously to approve the revised budget. (Getter / Witte)

### **New Business**

Optional Employer Participation Resolution:

- We now have to be our own optional employer for insurance with PEBA.
- The board will need to approve and sign the Optional Employer Participation Resolution to be returned to PEBA by September 3rd.
- Getter asked if this affects all libraries in SC. It only affects about 8-10 who participate in insurance benefits with their county but have their own individual tax ID number.

A motion was made and carried unanimously to approve the Optional Employer Participation Resolution. (Steele / Getter)

Steele would like to discuss at the next meeting how we are complying with Proviso 27.1.

A motion was made and carried unanimously to close the meeting at 6:35 pm. (Steele / Robinson)