

Harvin Clarendon County Library Board Meeting Minutes

July 22, 2024– 4:30 PM

A regular meeting of the Clarendon County Library Board was held at the Harvin Clarendon County Library with the Chairperson, Katherine Coffey, presiding.

Trustees present: Katherine Coffey, Shanna Morgan, Meesha Witherspoon, Valera Goff, Arlene Ham, and Lindsey Moberg (via telephone). Also present: Holly Cockfield (Director)

I. Call to Order and Moment of Silence

Katherine Coffey called the board meeting to order and there was a moment of silence.

II. Approval of Minutes

The minutes from the May 2024 meetings were reviewed and accepted.

III. Financial Report

The financial report will be provided at a later date.

IV. Librarian Report

Cockfield began her report by updating the Board on the Friends of the Library's efforts to plan a Ruby Jubilee for the library's 40th anniversary. The group is currently working on securing a jazz band and catering for the event.

Cockfield then informed the Board of the two new staff members – Paulesha Strachan and Shinasty Briggs. She discussed the recent repair to the Bookmobile's air conditioner and the addition of seated and laughter yoga to the library's programs.

Lastly, Cockfield discussed the South Carolina Public Library Collection Development Funding Certification form, what specifically it requires the library certify, and how the library met those requirements. The library is required to have a Collection Development Policy, a Request for Reconsideration Form, and a policy which clearly states at what age a child can get a library card without parental consent. HCCL meets all of these requirements.

Cockfield added that in funding year 25, the library is set to receive \$950,000.00 toward the Turbeville Library.

V. Board Chair Report

VI. Continuing Business

Cockfield presented proposed changes to the Board Bylaws. Changes include updates to procedures that have changed since the library became part of the County, and the addition of procedures for members of the public to address the library board. Goff pointed out a few additional changes that needed to be made, and it was decided that the additional changes would be made and the Bylaws would be reviewed again at the September meeting.

VII. New Business

Cockfield presented proposed changes to the library's Collection Development Policy including updating the library's mission statement, updating some wording, and the inclusion of

Reconsideration of Materials procedures. The changes to the policy were accepted unanimously as presented.

Cockfield presented the library's current Request for Reconsideration of Materials form and a suggested Request for Reconsideration of Materials form to the Board. She asked that the suggested form be adopted as it was more up-to-date, and the original form seemed biased. The Board agreed unanimously to adopt the suggested form.

Coffee signed the library's South Carolina Public Library Collection Development Funding Certification for FY 2025.

VIII. Adjournment

Respectfully Submitted, HEC