

**BEAUFORT COUNTY LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
HELD NOVEMBER 8, 2006, 3:00 p.m.**

The seventh scheduled meeting was held in the Bluffton Branch Library.

Attendants:

- Trustees:
 - Ms. Theresa Dunn (presiding) – Chairman of the Board, Ms. Katherine Doctor, Ms. Eileen Fitzgerald, Ms. Patsy Hand, Ms. Janifer Johnson, Ms. Katrina Johnston, Ms. Janet Kuchler, Ms. Veronica Miller, Ms. Norma Stewart, Ms. Jean Wolff
- Library Staff:
 - Mr. Wlodek Zaryczny – Director of the Beaufort Library, Ms. Hillary Barnwell – Assistant Director, Ms. Marlene Coleman, Beaufort Branch Manager, Ms. Ann Rosen – Bluffton Branch Manager, Mr. Dennis Adams – Information Services Coordinator, Ms. Kathy Mitchell, Collection Development Coordinator, Ms. Sandra Saad, Marketing Development Coordinator, Ms. Wendy Allen – Youth Services Coordinator.
- Friends of the Library:
 - Mr. Bill Coleman, President of Hilton Head Friends.

Call to Order: 3:00 p.m. with quorum.

Public Comment: None.

Minutes of September 20, 2006:

- **ACTION:** The minutes were approved as written. Ms. Kuchler moved. Ms. Fitzgerald seconded. All in favor. Motion Carried.

Minutes of October 18, 2006:

- **ACTION:** The minutes were approved as written. Ms. Wolff moved. Ms. Kuchler seconded. All in favor. Motion Carried.

Correspondence & Communications:

Three letters:

- Compliment to Ms. Hardyman, one of our staff at Beaufort Branch.
- SC State Library: Training for Library Board members offered during the first quarter of 2007 regarding roles, responsibilities, advocacy, etc.
- Rotary Club: request to display plaque with seven names in honor of 2006 Teachers of the Year at the Hilton Head Branch Library.
 - **ACTION:** Ms. Stewart moved to accept the request from the Rotary Club. Ms. Kuchler mentioned a concern of replacing the names every year. The motion was amended with replacing the names. The Exhibit Committee will review the design. Ms. Johnston seconded. All in favor. Motion carried.

Librarian's Report:

- Attached to the Minutes

- Ms. Saad added that the new website Launch for the community will be on Saturday, January 13, 2007. This will be a big event for the Library. Friends Boards will be asked to participate.

Financial Reports:

- Revenues Library: *Picture sales Revenues* was incorporated into *Copies revenues* as requested at September 20 meeting.

Committee Reports:

- **Advocacy:**
 - The Committee is developing a Marketing Plan-2007. This plan will include all library events and national events for libraries.
 - The Committee will hold a meeting in December.
 - The Friends of the Library have a designated advocate.
- **Facilities:**
 - **Okatie:** County Attorney, Mr. Achurch, sent a letter to Mark Ball at the end of October regarding his interest in building a new Okatie Branch Library in Okatie Village Center. A response is expected from Mr. Ball.
 - **Prichardville:** There is a possibility of land at the 170 and 46 junction.
- **FOL:**
 - Ms. Wolff was thanked by Ms. Dunn for sending invitation letters to FOLs to attend Library Board Meetings.
 - Beaufort Friends: \$ 31,000 available to spend for programs/collections.
 - Hilton Head Friends has a big event, Super Saturday planned for the community.
- **Foundation:**
 - The Golf Tournament was a successful event.
- **Impact Fees:**
 - This report was given under Librarian's Reports.
- **Library Services:**
 - The program *Learning outside of the Classrooms* is coordinated by the representative of the School district. This program includes tours at the library, USCB, historic sites, GIS department and architectural sites.
- **Naming Rights Policy**
 - The policy should be flexible and oriented to individual projects. It will be a guideline.
 - **ACTION:** Ms. Stewart moved that a generic draft should be forwarded to the Foundation and then reviewed by the Library Board. Ms. Kuchler seconded. All in favor.
- **WebSite:**
 - The website will be ready on January 13, 2007.

Old Business

There is no report

New Business

- **Closing Dates 2007:**

Attached to the Minutes.

- **ACTION:** Ms. Fitzgerald moved to accept the Closing dates 2007. Ms. Johnston seconded. All in favor.

- **Board Meeting Dates 2007:**

Attached to the Minutes. The meeting in June was moved to July because the budget won't be approved at that time.

- **ACTION:** Ms. Stewart moved to accept the Meeting Dates 2007. Ms. Johnson seconded. All in favor.

Other:

- Bluffton Library Friends request approval to serve wine at their Annual Meeting in November.
 - **ACTION:** Ms. Kuchler moved. Ms. Johnston seconded. All in favor.

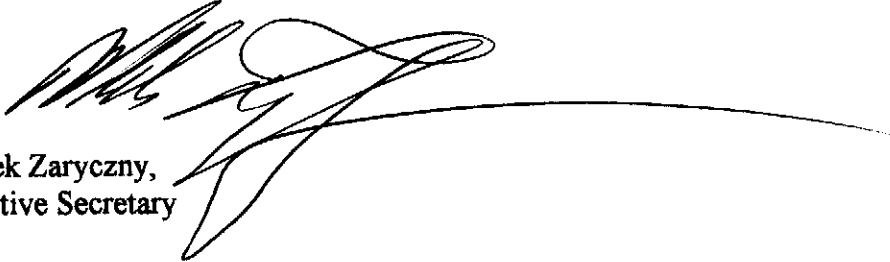
Branch Liaison Reports

- Attached to the Minutes.

Adjournment: The meeting was adjourned at 4:30 p.m.

- **ACTION:** Ms. Kuchler moved. Ms. Johnston seconded. All in favor.

Respectfully submitted,



Wlodek Zaryczny,
Executive Secretary