

**BEAUFORT COUNTY LIBRARY
BOARD OF TRUSTEES
MINUTES OF MEETING
HELD JULY 11, 2007, 3:00 p.m.**

The fourth scheduled meeting for 2007 was held in the Paul Siegmund Meeting Room on the second floor of the Beaufort Branch Library.

Attendants:

Trustees:

Ms. Theresa Dunn (presiding) – Chairman of the Board, Ms. Katherine Doctor, Ms. Eileen Fitzgerald, Ms. Jan Johnson, Ms. Katrina Johnston, Ms. Veronica Miller, and Ms. Norma Stewart

Library Staff:

Mr. Wlodek Zaryczny - Library Director, Mr. Frank Guth – Director of Management Information Systems, Ms. Hillary Barnwell – Assistant Director, Ms. Gina Molter – Lobecko Branch Manager, Ms. Ann Rosen – Bluffton Branch Manager, Ms. Kathy Mitchell – Collection Development Coordinator, Mr. Dennis Adams – Information Services Coordinator, Ms. Wendy Allen – Youth Services Coordinator, Ms. Sandra Saad, Director of Development & Marketing, Ms. Miriam Mitchell – Administrative Assistant

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

Public Comment: Ms. Dunn and Ms. Saad presented Mr. Guth with a plaque for his dedication and leadership of the Library Trustees. Mr. Guth is retiring as Beaufort County's Chief Information Officer, and the Library reported to Mr. Guth. To acknowledge Mr. Guth's resignation from Beaufort County, Mr. Adams and Ms. Allen presented a skit, "Big Bad Frank."

Minutes of May 9, 2007:

MOTION: Ms. Johnson made the motion to approve the minutes as written. Ms. Johnston seconded. All Trustees voted to adopt the motion.

Correspondence and Communications: Ms. Dunn read a letter from Mr. Fitz McAden, Executive Editor of *The Island Packet*, who was responding to the Board of Trustees' letter concerning the paper's obituary policy.

ACTION: Mr. Adams and Ms. Johnson were instructed to come up with what specifically they would recommend the papers publish for free.

Ms. Dunn reported that Ms. Jean Wolff, acting secretary of the Board of Trustees, wrote a letter to Ms. Lucille Hasell Culp to thank her for the gift collection. Ms. Wolff also

wrote Mr. Werner Weingartner of Hilton Head Island to thank him for his letter of library support to the editor of *The Island Packet* dated June 28, 2007.

Mr. Adams and Ms. Stephan explored preparing a column to honor Gerhard Spieler, a local journalist of 35 years who recently retired. Mr. Adams has written the column and it will appear in *The Beaufort Gazette* on Sunday, July 15, 2007.

Librarian's Report:

A copy is attached to these minutes.

Financial Report:

Copies are attached to these minutes.

Committee Reports:

Advocacy: Ms. Saad reported that Ms. Johnston and Dr. Arlene Jacquette, Advocacy Chairperson for the Friends of the Beaufort County Library, headed up the effort north and south of the Broad to make presentations to County Council and five citizens spoke at each meeting of the FY 2008 budget hearings.

Facilities: Mr. Zaryczny stated that due to the State imposed millage cap, Beaufort County will not be able to afford operating costs thereby stopping construction plans for Okatie. Several counties plan to lobby the State to modify the millage cap.

Fines & Fees Task Force: Ms. Barnwell reported that more information is being gathered and there should be a recommendation by September.

Friends of the Library: Mr. Zaryczny stated that branch staffs should look at strategic approaches for the Friends of the Library groups in line with reductions in the requested county budget.

Foundation: Ms. Dunn reported that there will be a meeting on July 27, 2007. Ms. Saad stated that the capital campaign for St. Helena was planned in November to coincide with Penn Center's Heritage Days. Ms. Dunn thanked Ms. Johnston for recommending Ms. Loretta Wells, Treasurer of the Bluffton Friends of the Library, to have tea/coffee or wine and cheese in the fall. Ms. Dunn is looking for other people to sponsor socials north and south of the Broad to build awareness of the Public Library Foundation of Beaufort County. She would appreciate any recommendations.

Impact Fees: Mr. Zaryczny stated that the City of Beaufort and Port Royal continue to opt out of contributing impact fees.

Library Services: Mr. Adams reported that he and Ms. Miller are participants in The Community Partnership. This coalition is a combination of The Latin American Council of South Carolina and Native Island Business & Community Affairs Association (NIBCAA). This is a community outreach project intended to share ideas.

Web Site: Mr. Adams continues to be the Library webmaster and he reported that the Staff Website Committee will be activated soon.

Old Business: Beaufort County Council approved a 3% Cost of Living Allowance for County employees. Due to FY 2008 budget constraints and County Administrator Gary Kubic wanting to reduce county staff by 50, Mr. Zaryczny does not know if all position vacancies will be filled. If some vacancies will not be filled, he will consider transferring employees and reducing service hours at the branches.

New Business: Ms. Allen commented that approximately 200 teens participated in the Bluffton and Hilton Head TeenZone.ly activities and the program continues to get good reviews. Ms. Molter stated that north of the Broad will have a TeenZone.ly on August 1, 2007.

Ms. Saad described the publicity received in three newspaper articles written about the Library: one about audiobooks published in *The Beaufort Gazette* on June 8, 2007, one about the whole Library system published in *The Island Packet* on June 10, 2007, and one from Mr. Weingartner lauding the Library in *The Island Packet* on June 28, 2007. Mr. Adams commented on the feature article on audio sources while the McTeer Bridge was closed for repair.

Mr. Adams told the Trustees that pictures of fathers and their children taken on Saturday, June 16, 2007, for Doughnuts w/ Dads and Dads Only Lapsit! are on the Library website. Beaufort County Council Chairman Weston Newton participated with his children.

Ms. Miller commented that she would like the Library to be seen as another resource for schools. Mr. Adams and Ms. Allen agreed and stated that they would like to find a way to get the school administrators to facilitate schools using the Library as a resource.

ACTION: In order to have a platform to educate the School Board about the Library's resources, Ms. Miriam Mitchell was tasked with finding the date of the next School Board meeting so that staff can make a presentation about what the Library can offer.

Other: Ms. Dunn complimented the branch managers on the activity reports submitted for the Trustees and stated that the hard work they and their staffs do is appreciated.

MOTION: Ms. Stewart moved to adjourn the meeting and Ms. Johnson seconded. All Trustees voted to adopt the motion.

ADJOURNMENT: The meeting was adjourned at 5:00 p.m.

Respectfully submitted,


Wlodek Zaryczny
Director