

South Carolina State Library Board
Meeting Notes
November 28, 2007
10:30 am – 12:00 pm

All members were present with the exception of Betsy Crawford and Maria Macaulay. Sarah McMaster represented the Association of Public Library Administrators. Gene McClain, newsletter editor for the Library and Information Science Student Association (LISSA) represented the student association. Felicia Vereen, Manager of Library Development Services (LDS) attended a portion of the meeting to provide an overview of LDS. David Goble took notes.

Chair, BG Stephens called the meeting to order.

The minutes of the September 19, 2007 meeting were accepted.

David Goble introduced Labon Hardy, Network Administrator and Cecilia Hem Lee, Reader Advisor in Talking Book Services to the Board.

Director's Report:

David Goble provided updates on the following:

- ✓ SAP Status+/Budget – SAP is a new financial accounting system that is being adopted by the state of South Carolina. At some point in time all of SC government will be using the new system. Once that happens, the state's ability to manage its funds will vastly improve. The State Library is one of 6 agencies that were asked to participate in the first wave of agencies implementing SAP. It has been a very difficult task to make this move and the agency remains in a quasi live-quasi implementation stage. Due to the implementation we are unable to report accurate budget numbers. We are working very hard to correct this situation. (see Personnel Changes below)
- ✓ Library Development – Felicia Vereen, manager of Library Development, presented a brief overview of the services provided by this very important department: consulting services, continuing education services, distribution of State Aid to public libraries, support of public library governance, and statewide programs such as SPLASH (Spanish Outreach Program).
- ✓ Personnel Changes/Vacancies – A new Finance Director started October 15th and left November 26th. The agency's ability to resolve issues related to the SAP implementation was adversely affected and some decisions were delayed. Seeking a good solution, we were able to hire one of our original candidates for the Finance Director's position on a part-time basis. In addition, Leesa Benggio, Human Resources Director, will assume supervisory responsibility for Accounts Payable and Purchasing. (The situation in the Finance Area has greatly improved.) Other changes include asking Mary Morgan, manager of Information Services, to assume additional responsibility for Collection Management

Services. This allows Shae Tetterton to focus 100% of her time to the SchoolRooms project. Amanda Stone was assigned to Shae on a full-time basis to support SchoolRooms. Curtis Rogers has been asked to take on responsibility for marketing and business development in a position soon to be named.

- ✓ Computer Game Technology Position/Policy Statement – Approval of this statement was delayed until next meeting. Earl Mitchell visited Georgetown County library and came back with some very interesting questions regarding collection policy. The board asked that Dwight McInvail, Georgetown County Librarian, address the board at its meeting in January. Upon resolution of any questions, the board will vote on the question of implementing the policy.
- ✓ Vision, Mission and Values Statement – A near final draft was passed out to the board for consideration and approval. The statement was worked on by the entire staff and has been accepted by the staff. The board was asked to review the draft in preparation for a vote on the statement at the next meeting.
- ✓ State Library HR Policies – The entire agency HR Policy handbook is undergoing review and will be submitted to the board for approval in the very near future. A slight change or perhaps a more effective enforcement of the policy relating to appropriate dress was put into place effective October 5th at the full staff meeting held that day. Jeans are no longer allowed Monday through Thursdays. Males must wear a shirt with a collar (no T-shirts). Women must dress in similar fashion appropriate to their gender. In addition staff were made aware of a no sleeping in the building policy.
- ✓ Senate Study Committee on Broadband Technology and Communications – The State Library Director is serving in an advisory capacity on this committee. The goal of the committee is to make a recommendation on what the state should do with SC ETV's analog spectrum, which recently became available. The URL for the committee's website is as follows:

<http://www.scstatehouse.net/citizensinterestpage/BroadbandTechnology&CommunicationStudyComm/broadband.html>

Other Reports:

School of Library and Information Science – Gene McClain reported for the School of Library and Information Science Student Association. The Association continues to be very active. Projects include faculty and student colloquia, field trips (SC Department of Archives and the SC State Library), Haiti Service Day, Stocking Stuffer Program, etc.

Association of Public Library Administrators (APLA) – Sarah McMaster, Director, Fairfield County Library, reported as follows:

1. APLA Strategic Planning: APLA will hold a strategic planning session on Saturday, December 8 in the State Library. This is part of a collaborative effort between APLA, the State Library, and the USC School of Library and Information Science. In the spring the three organizations will share ideas to optimize resources and maximize results. Included in this effort is a focus on public library valuation studies.

2. Legislative Day: APLA has decided to do a Public Library Appreciation Day (PLAD) at the Statehouse instead of a legislative day with a sit down meal. The day will include a Concurrent Resolution by the General Assembly supporting public libraries and one-on-one meetings with senators and representatives. PLAD will be held on January 31st.

The meeting was adjourned at 12:30 pm.

Next Meeting: January 16, 2008.

Submitted by,

David S. Goble
Director