

Friends of the Summerville Library (FOSL)
Tuesday August 11, 2020

The monthly meeting of Friends of the Summerville Library met via ZOOM on Tuesday, August 11, 2020. Becky Westfall, President, called the meeting to order at 6:36PM. (Note: No meetings were held in April, May, June, or July due to COVID 19. FOSL Board Meetings were held monthly via ZOOM during this time.)

In Attendance:

Robert Antill, DCL Director
Becky Westfall, President FOSL
Mevelyn Williams, Vice President
Beverly Brockman, Secretary
Ellen Hyatt, Member-At-Large
Kathy Marrach, Member-At-Large
Leslie Koller, DC Library Liaison
Autumn Reid, Publicity Committee Chair
Cathy Coffey, Book Sale Committee Chair
Pattie Anderson-Member
Donna Underwood-Member
Pat Smithdorf-Member

Welcome and Introductions: (Westfall)

Becky welcomed participants to the first general meeting of FOSL held via Zoom. She thanked Mr. Antill for coming to give us an update on the Library, noting that one year ago this week County Council approved a referendum for libraries on the November 2019 ballot.

Approval of the March meeting minutes (Brockman)

Brockman asked members if there were any additional changes to the March General Meeting Minutes. Donna Underwood accepted the minutes as written and Mevelyn Williams seconded. The minutes were accepted for filing.

President's Report (Becky Westfall)

As with many organizations and businesses, the COVID Pandemic has altered operations for Friends of Summerville Library. We have cancelled all in-person meetings since mid-March. Our Staff Appreciation Breakfast scheduled for April and our May Book Sale were cancelled. Library Programs we planned to help with were cancelled, including in-person Summer Reading Events.

In July two strong leaders in the history of Dorchester County Library passed from us. Mr. George H. Seago, Jr., was instrumental in beginning public library service in Dorchester County, building our two libraries in the 1970's, and expanding those libraries in the 1990's. Mr. Seago also served as President of Friends of the Library, served on the County Library Board, and on the SC State Library Board. He was a strong, lifelong advocate for public libraries, right up through the 2019 Referendum for Libraries.

Patricia R. Hammond(12/1938-7/2020) served as Librarian and Branch Manager at the Summerville Library from 1980 – 2008. Her strong leadership and high standards shaped the organization for decades.

Despite the many negative effects of the pandemic, FOSL has continued to move forward in several ways:

- Our Board has continued to meet via Zoom, and we keep up communication with the Library leaders, taking our lead from their expressed needs.
- The Staff Appreciation Breakfast was altered to become weekend breakfast treats, since that is what fit the Library staff's new schedule. Many thanks to Carol Brummett for taking the lead for us on purchasing and delivering these breakfasts.
- Our supply of canvas book bags that are sold at the front desk ran low, so Cathy Coffey ordered a new supply. The Library staff continues to sell these for us, bringing some income.
- Our book consignment arrangement has been ongoing, and profit from those sales has provided us over \$1000 in income. Thank you to Anne Gleason for continuing to receive donations and work with our consignment vendor to generate this income.
- Membership dues and donations also help us move forward.

We plan to continue responding to the needs of the Library, guided by their leaders' requests for assistance.

Before we adjourn tonight's meeting, you will be asked whether upcoming General Meetings should be held via Zoom (until in-person meetings can resume). Please be thinking about this and be ready with a response at the close of the meeting. **(Follow-Up: It was decided there will only be ONE more General Meeting via ZOOM in 2020 and that month/date/time will be decided at the August FOSL Board meeting to be held at 1:30 Via ZOOM on Tuesday, August 25, 2020. Also, upcoming board meetings will include board meetings plus invitations to all special committee chairs).**

Treasurer's Report- Gleason N/A- **Follow-Up-July 2020 Treasurer's Report will be reviewed by Treasurer Gleason at the August 2020 FOSL Board meeting on Tuesday August 25, 2020 at 1:30PM. Treasurer Gleason will discuss dates for Internal Review Committee , which consists of Gleason, Little, and Westfall.**

Hospitality Committee Report-Brummett N/A-Info provided in advance of General Meeting- To welcome the library staff back to work, FOSL provided four weekends of goodies for the staff. All were required to work alternate weekends. The First two weekends were an Appreciation/Spring theme with Perkins muffins, orange juice, and scattered candies. The second round included Panera bagels, cream cheese, and orange juice. The theme was patriotic. Also, this expressed our appreciation for their dedication to the library. This has been and is a difficult time for all of us. I hope our efforts brought smiles to the staff. We received a gracious thank you card afterward.

President Westfall showed the thank you card for all to see. Library Liaison Leslie Koller expressed how much all of the staff enjoyed the . **FOLLOW-UP-- If FOSL wishes to do it additional times, it would be appreciated but with concern in our COVID-19 environment for Carol doing the set-up, the goodies may need to be dropped off without entering the library.**

Library Liaison: (Leslie Koller, MLIS, Assistant Branch Manager)

As many of you know, the pandemic has changed the way the library currently runs. We have been open to the public since May 26 for borrowing and limited computer use. We have suspended library programs and group meetings in our meeting rooms.

We are quarantining all of our library materials for 72 hours. Staff members and patrons are required to wear masks while in the building.

Programming:

We are currently offering virtual programs for children. We are also exploring ways to offer more virtual programs and take-away activities for all ages.

President Westfall showed her personal BINGO reading card for the summer which is a reading program the library has conducted for all ages supported this summer. Summer Reading Bingo cards can be turned in until August 31 for a chance to win prizes.

Policy Discussions:

A policy and procedures document pertaining to book donations was previously distributed and is currently being reviewed by FOSL and library staff. An updated version will be submitted in the coming months. (It was supposed to be April or May, but those months disappeared!)

Book donations are currently suspended due to COVID-19.

Miscellaneous:

In June, our Children's Librarian, Jennifer Smith, moved to a position in Cataloging in St. George. Our Teen Librarian, Elizabeth Neal, has absorbed the Children's responsibilities and is our official Youth Services Librarian.

Also in June, we had 2 new staff members join us in Senior Library Assistant I positions. Katlyn Lee is our new Youth Services Assistant. Whitney Lewis is our new Public Services Assistant. They've both been a huge help in getting us going with our new normal. Currently, the library has 3 openings for staff members.

Library Outlook from the Director, Mr. Robert Antill

Budget—Director Antill discussed County Council's approval of the Dorchester County Library budget for the 2020-2021 fiscal year which ends on June 30, 2021. The budget approved was \$4.1 million dollars or the same millage requested for the past three years. He further stated that at the close of the last fiscal year, June 30, 2020, there were funds remaining of about \$1.3 million invested in a money market account. Those funds are not part of the new fiscal year's budget. Currently, the library staff in both locations has 38 people with plans for increasing staff by 20 or 25 people when new libraries are built..

Library locations—It is planned that the first Library site will be a joint use library on Patriot Boulevard in conjunction with Ft. Dorchester High School in Dorchester County.

Director Antill plans a visit to Fayetteville, NC where he had worked with a joint use agreement (library/school) and will review their Memorandum of Understanding. He will then develop a similar document to be presented to the Library Board/County Council for Dorchester County needs.

Director Antill said potential sites in Ridgeville and Summerville are being considered by the County, which will be selecting and purchasing the land for the new libraries. There are no specifics that can be discussed at this time. All of these new locations will be in the 12,000 square foot size range as compared to the 19,000 square foot size of the current Summerville Library.

President Westfall asked Director Antill how FOSL can help to move the process along for new library locations. Director Antill said we could simply communicate in a positive way with our County Council representatives because County Council members are always interested in the concerns of their constituents.

Director Antill continued his discussion with comments regarding SC LENDS. He stated that some libraries in SC are still not open and are not shipping books due to fears of contamination. The Dorchester County libraries have been open since May 26, 2020. Sadly, the first library staff member in the state passed away in the last few days in Beaufort, SC from COVID 19. Regarding the bookmobile service, special procedures are in place for sites with a limit of two persons on the bookmobile at one time. No Senior Centers are being served currently. Library Liaison Koller further stated that in the last week, the library received a video being provided to all libraries in SC for best practices regarding COVID 19, and our library system is already doing all the recommended procedures!!!

Mr. Antill concluded his official update at this point, and FOSL members continued a discussion of how we can best communicate with our County Council members.

Follow-Up for FOSL Members— In the first phase, we discussed ideas for educating our members on tentative library plans and needs for the various areas where we live in Dorchester County:

- Helping our members understand how they can determine which County Council Member covers their area.
- We need to understand Council Members' 4-year terms and if any positions are to be changed with incumbents in the upcoming months or as of January 1, 2021.
- Provide links and names.
- Bookmarks may be provided to our FOSL members with key talking points about the libraries in Dorchester County should they encounter a Council member in the community.

In the second phase of FOSL advocacy support, we will provide a template letter which can easily be completed with the full address of your council representative and signed and mailed by each FOSL member. Kevin Carroll and Donna Underwood, our advocacy committee, is to be involved in this effort. Secretary Brockman is to provide to President Westfall a draft letter which may be considered for the letter writing phase of our FOSL support. This letter will in turn be provided to Kevin and Donna for further input.

Clearly, the need for FOSL to follow in the passionate and untiring footsteps of Mr. Seago in his advocacy for libraries is urgent. Our job was not complete when the referendum was passed separately for Parks and separately for Libraries. In spite of the COVID-19 environment, we are seeing significant steps by County Council members toward the master plan for parks but less movement for libraries.

Upcoming Dates:

FOSL Executive Board Meeting, 1:30PM, August 25, 2020 VIA ZOOM

(This meeting will include invitations to all special committee members as well)

Labor Day Holiday-Library Closed-September 7

FOSL General Meeting- - DATE/TIME/MONTH to be decided at FOSL AUG Board Meeting!

(Discussion at this meeting supported only one General Meeting to be held before end of 2020)

Adjourn

The meeting was adjourned at 8:07PM

The mission of FOSL shall be to act as a bridge between the George H. Seago, Jr. Library, commonly known as the Summerville Library (hereafter in this document, “the Library”) and the community by:

- 1) Increasing public awareness of, focusing attention on, and expanding the use of the Library as a valuable resource for an informed community;
- 2) Initiating, organizing, promoting, and encouraging cultural and educational activities for lifelong learning;
- 3) Encouraging gifts and endowments as well as raising funds in support of the Library and FOSL activities;
- 4) Working with the Dorchester County Library Board of Trustees, the Dorchester County Library Director, and the Summerville Library Branch Manager in a spirit of mutual cooperation.

_____Mission Statement from the 2020 version of the FOSL Bylaws _____

Dorchester County Library Administrative Staff:

Robert Antill, DCL Director

Jennifer Gleber, Manager of the George H. Seago, Jr. Library in Summerville

Sherryl James, Manager of the Jennie M. McMahan Library in St. George

Cassandra Manigault, DCL Business Manager

Dorchester County Library Board

One member is appointed by each County Council Member. The Board elects its own officers, is responsible for Library Policies, and hires the Director.

<https://dorchesterlibrarysc.org/about/library-board/>