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AGENDA
RICHLAND LIBRARY
BOARD OF TRUSTEES MEETING
1431 ASSEMBLY STREET, BOARD ROOM
January 12, 2026
5:30 PM

A regular meeting of the Richland Library Board of Trustees was held on Monday, January 12, at 5:30 p.m.

Board of Trustees Present:
Brenda B. Branic, Vice-Chair
Tyson K. Brown, Secretary
Jon Robertson, Treasurer
David Campbell
Cindy Cox
Valerie Byrd Fort
Burlean Moses
Lee Rambo
Chelsea Richard
*Erin Johnson, Absent with Notice

Library Representatives Present:
Tamara King, Executive Director
Beth Ruffin, Consultant
Mike Bassford, Director of Finance
Phillip Windsor, Board Librarian
Wanda Taylor, Executive Assistant

Also Attending: Anika Thomas; Citizen James T. Rowland, II; Chiquita Singletary; Lesa Gray; Sarah Seegars, Devon Osbey; Councilwoman Allison Terracio; State Representative Keishan M. Scott; other attendees via Zoom.

CALL TO ORDER

Acting Chair, Brenda B. Branic, called the meeting to order at 5:36 p.m.

ADOPT CONSENT AGENDA

Chair Branic presented the consent agenda including the full agenda for this meeting and approval of the December 8, 2025 BOT minutes. With no objections, the consent agenda was unanimously approved.

CITIZENS INPUT

Citizen James T. Rowland, II, provided input on behalf of himself and as a representative of The Public Trust Curriculum. He addressed his one-year suspension from the Library to the Board and for public record.

FRIENDS AND FOUNDATION REPORT

Serena Burch, Chair, announced the Winter Book Sale will be held on January 23rd and 24th. The Friends and Foundation will provide \$50,000.00 for Eat Fresh Freely, and \$50,000.00 for the Broader Bookshelf Program over the course of 2026. A VIP Meet and Greet will take place with author and tv host Kardea Brown on January 16th. She also announced that 100% of the Board of Trustees have given to the Friends and Foundation and she expressed her gratitude.

TREASURER'S REPORT

Treasurer Jon Robertson reported that the Financial Health Committee met with the auditors, Mauldin and Jenkins, in December to review the no marks/clean report audit. He reviewed the balance statement, income statement and reported no new grants.

The auditor had a conflict and could not attend this Board meeting.

ITEMS OF BUSINESS

Proposed Action Items:

A. Approval of Final Execution of Lower Richland Purchase

Mike Bassford, Finance Director, requested Board approval to sign a Purchase and Sale Agreement which would authorize the purchase of property at 9019 Garners Ferry Road from KLong LR Property, LLC (Current Landlord) in the amount of \$1,075,000.

Impact (Budget/Staff/Etc.)

Initial Cost: \$1,075,000 plus due diligence costs (surveys, inspections and reports estimated to cost less than \$25,000)

Source of Funds: Cash Reserves

A closing date will be scheduled with the Seller upon County Council approval (Motion: T. Brown; Second: C. Richard and L. Rambo, simultaneously; Motion Carried).

B. Approval Worker's Compensation Insurance Renewal

Mike Bassford, Finance Director, requested Board approval for a one-year renewal of workers' compensation coverage with AmTrust for \$37,666. The cost of workers' compensation insurance for 2025 was \$33,771. For 2026, the cost is set to rise to \$37,666., marking an increase of 11.5% compared to the previous year.

Impact (Budget/Staff/Etc.)

The cost of workers' compensation insurance for 2025 was \$33,771. For 2026, the cost is set to rise to \$37,666, marking an increase of 11.5% compared to the previous year.

(Motion: T. Brown; Second: C. Richard; Motion Carried.)

CHAIR'S REPORT

Acting Chair Branich expressed gratitude, once again, to the Board for their annual gifts.

EXECUTIVE DIRECTOR'S REPORT

Executive Director King introduced Consultant, Beth Ruffin, to provide a report on the EDI (Equity, Diversity and Inclusion) Audit conducted by the firm, Hicks-Carter-Hicks.

NEXT MEETING DATE

The next Board meeting will be held on February 9, 2026. This will be a virtual only meeting as the Library will be closed for CSI Day for staff.

ADJOURN

The meeting was adjourned at 6:38 p.m.

Submitted by,

Tyson K. Brown, Board Secretary, 2026