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AGENDA
RICHLAND LIBRARY
BOARD OF TRUSTEES VIRTUAL MEETING
February 9, 2026
5:30 PM

A regular meeting of the Richland Library Board of Trustees was held on Monday, February 9, 2026 at 5:30 p.m.

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

Library Representatives Present:
Tamara King, Executive Director
Mike Bassford, Director of Finance
Mike McHenry, Operations Dir.
Anika Thomas, Stakeholder
Engagement Manager
Phillip Windsor, Board Librarian
Wanda Taylor, Executive Assistant

Also Attending: Grant Davis (Mauldin Jenkins); Evelyn Berry; Leah Bartys; Councilperson Tish Dozier Alleyne

CALL TO ORDER

Chair, Erin Johnson called the meeting to order at 5:30 p.m.

ADOPT CONSENT AGENDA

Chair Johnson presented the consent agenda including the full agenda for the meeting and approval of the January 12, 2026 minutes. The Chair asked if anyone requested a change on the agenda and there were none.
(Motion: B. Branich; Second: B. Moses; Motion Carried.)

CITIZENS INPUT

There was no citizen input.

TREASURER'S REPORT

Treasurer Jon Robertson provided the report. Assets decreased by about \$800,000. in December. Cash increased by approximately \$700,000., and investments decreased by approximately \$1.5M. Approximately \$2.2M in deposits were received from Richland County and we are on track to continue receiving property tax payments as budgeted

through the next several months. The grant income statement shows five new grants. Jon introduced Grant Davis, partner with Mauldin and Jenkins, to provide the audit report.

Mr. Davis reported that the library received a clean opinion, or unmodified. There were no internal control deficiencies or any instances of noncompliance.

At this point, the Chair acknowledged that Councilperson Tish Dozer Alleyne had joined the meeting.

ITEMS OF BUSINESS

Proposed Action Items:

A. Approval of Main Public Elevator Jack Replacement

The Chair called on Operations Director, Mike McHenry to present the proposed action item. After 30 years of use, the jack has developed a leak which needs to be replaced.

Impact (Budget/Staff/Etc.)

Initial Cost: one time cost of \$72,342.00 which includes removing the existing jack and replacing with a hydraulic jack that complies with all current ASME-A17.1 code.

Funding Sources: Library reserves to be placed into Main Maintenance Repairs, Fixed Asset.

(Motion: TK Brown; Second: BB Branick; Motion Carried.)

CHAIR'S REPORT

The Chair once again acknowledged Tish Dozer Alleyne as our new liaison with Richland County Council, replacing Allison Terracio. Chakisse Newton will remain as a liaison. The Chair mentioned Read Freely Fest, March 27 – 29, 2026. If Trustees would like to volunteer, please reach out to Wanda Taylor.

EXECUTIVE DIRECTOR'S REPORT

- Due to guidance from the US State Department, Eastover will no longer operate as a passport acceptance facility. Final day of operation will be Friday, February 13 and the location is not accepting new applications. The data highlights provided a view of the great work the EO team provided from October 24 to this month.
- Community Outreach has released their report for the year 2025. 24,211 neighbors were served with 1,514 programs and interactions, 33 community events, 27,707 books distributed, 207 community sites and locations, 30 partners and collaborators, and 6 grants.
- The library will be receiving an ADDY award from the AAF for Read Freely Fest and Overdue design and ad campaigns. The exact award has not been named.
- The USPS unveiled a new postage stamp honoring Phillis Wheatley. The Wheatley location held an event on Friday, January 30th which included a press

- conference, display of information and items from the library collection.
- The Library Joy campaign launches on February 17. Ms. King shared artwork showing the mascot for the campaign, Seed of Hope. There will be more information shared at the next Board meeting.
 - CSI, Customer Service Improvement Day, was held at the R2i2 building. The meeting was townhall format and allowed the unveiling of the strategic plan to staff and receive their feedback, along with a townhall session with the Executive Director.

DATE OF NEXT MEETING

The next Board of Trustees meeting will be held March 9, 2026.

ADJOURN

With no further discussion, the Chair adjourned the meeting at 5:52 p.m.

Respectfully submitted, Tyson K. Brown (2026 Secretary)