# AGENDA

**Wednesday, November 18, 2026**
**4:00 p.m.**
**Bluffton Branch Library**
**120 Palmetto Way**
**Bluffton, SC 29910**

**I. Call to Order**

**II. Pledge of Allegiance**

**III. Introduction of Board & Administration**

**IV. Public Comment**

**V. Approval of Minutes** (September 9, 2026) **(backup)**

**VI. Correspondence and Communications**

**VII. Old Business**

**VIII. Library Director's Report**

**IX. Committee Reports**

**A. Finance Committee**
- Library Expenditures Report **(backup)**
- FY 2027 South Carolina State Aid Compliance Certification **(backup)**
- FY 2027 Maintenance of Effort (MOE) **(backup)**
- FY 2027 State Aid Agreement and Library Budget Form **(backup)**
- FY 2027 Collection Development Funding Certification #1 **(backup)**
- FY 2027 Collection Development Funding Certification #2 **(backup)**

**B. Strategic Planning Committee**
- Update

**C. Facilities Committee**
- Sculpture loan to Bluffton Branch Library **(Vote Required)**
- Lobeco Library **(Vote Required)**

**D. Policies Committee**
- Update

**E. Governing/Nominating Committee**
- Selection of Vice-Chair **(Vote Required)**

**F. Liaisons**
- Friends of the Library (FOL):
  - Northern Beaufort: Tracey Robinson
  - Bluffton: Dr. Dahlia Handman

    - Hilton Head: Dr. Janet Porter
  - Public Library Foundation (PLFBC) – Kathy Cooper
    - History and Overview of the Public Library Foundation – Lynne Miller

**X. New Business**

- Amnesty Month for December 2026 **(Vote Required)**
- Request for Library Closure for Saturday, December 26, 2026 **(Vote Required)**
- 2027 Holiday Closures **(Vote Required)**
- 2027 Library Board Meeting Dates **(Vote Required)**

**XII. Announcements**

**XIV. Adjournment**

**Beaufort County Library**
**BOARD OF TRUSTEES MEETING**
**Minutes – September 9, 2026– 4:00 p.m.**
**Beaufort Branch Library**
**311 Scott Street**
**Beaufort, SC 29902**

## The fifth scheduled meeting for 2026 was held in-person at the Bluffton Branch Library.

**Trustees**: Angela Baldree, Hattie Brown, Kathy Cooper, Dr. Dahlia Handman, Jacquelyn Howard, Jannine Mutterer, Dr. Mary Olodun

**Absentees:** Dr. Janet Porter (Chair), Tracey Robinson, Terry Thomas, Shawna Kulpa

**County Staff**: Amanda Dickman (Library Director), Chuck Atkinson (Library Operations Manager), Traci Cox (Library Administration), Darlene Simmons (Library Administration), Leigh Ramey (Library Administration), and Ileana Herrick (Library Administration), Audra Antonacci-Ogden (Assistant County Administrator for Community Services), Nicole Wood (Deputy County Administrator of Beaufort County)

**I. Call to Order**: The meeting was called to order at 4:04 pm. A quorum was established.

**II. Pledge of Allegiance**: Mrs. Howard led those in attendance in the Pledge of Allegiance.

**III. Public Comment:** None.

**IV. Introduction of Guests.** Deputy County Administrator Nicole Wood addressed the Board and thanked trustees for their service. Ms. Dickman recognized Grace Cordial upon her retirement in August 2026 after 27 years and 6 months of service as Manager of the Beaufort District Collection. Since joining the Library in February 1999, Grace Cordial has served as Manager of the Beaufort District Collection, the special collections and archives division of the Beaufort County Library. Under her leadership, the Beaufort District Collection has become a highly regarded resource for local history, genealogy, archival research, and historical programming. The Board thanked Ms. Cordial for her exceptional service to the Beaufort County Library and community and wished her well in retirement. Cassandra Knoppel was introduced as the new Senior Librarian overseeing the Beaufort District Collection.

**V. Minutes from meeting held July 15, 2026:** The minutes of the July 15, 2026 meeting were approved as presented on a motion by Mrs. Cooper, seconded by Dr. Olodun. The motion carried unanimously.

**VI. Correspondence and Communications:** None.

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**VII. Old Business:** None.

**VIII. Library Director's Report:** Amanda Dickman, Library Director presented her report:

**A. Personnel Update:** The *Library Organizational Chart* is provided for reference. There are currently five vacant positions: Senior Librarian (Youth Services) at HHI, Library Specialist (Beaufort District Collection), Librarian (St. Helena), Marketing Development Specialist and Library Assistant (Part Time) at Port Royal. Ms. Dickman shared that the Library will be hosting a graphic design intern this Fall.

**B. Projects Update:** Ms. Dickman reported on library operations framed within the priorities of the Library's Strategic Plan.

- **Strategic Plan Goal: Connect** Ms. Dickman noted the Library concluded its annual Summer Reading Program with 3,073 participants completing the program, a 20% increase over the previous year. In August, the Bluffton and St. Helena libraries served as Early Voting sites for special elections, with Bluffton, St. Helena, and Hilton Head Island libraries also serving as Election Day polling locations. The third convening of Literacy Together partners is scheduled for September 24th at River Ridge Academy to continue the group's collaborative efforts to strengthen literacy throughout Beaufort County.

- **Strategic Plan Goal: Discover** Ms. Dickman shared that *Transparent Language* launched for Library cardholders on August 3rd, providing patrons with a new online language-learning resource. Since its launch, 384 users have created accounts and completed 1,597 learning sessions.

- **Strategic Plan Goal: Grow**: Ms. Dickman reported improvements to the Children's Picture Book Area at the Beaufort Branch Library are complete, with a celebration planned for September 12th at 10am featuring brief recognition of the project followed by a Bluey-themed storytime and activities for children and families. Furnishings and activity components for the Early Learning Activity Room at the Bluffton Branch are on order, with an anticipated ship date in October with installation date to be determined upon confirmation of shipping. The RFQ for design services for the future Pritchardville/Okatie Library has closed, with County staff currently reviewing proposals. Staff are also reviewing proposals received for the replacement of the Library's self-check and Automated Materials Handling (AMH) equipment, with vendor selection to follow the evaluation of proposals.

**X. Committee Reports**

**A. Finance Committee**: Mrs. Mutterer reviewed the new consolidated financial report format and commended the Finance Committee and Library Administration staff for their efforts in

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developing a more streamlined and comprehensive report. Ms. Dickman noted grants awarded to the Library, including continuing education grants for the Library Operations Manager and Mobile Services Manager to attend professional conferences, a $10,000 Carnegie-related award for projects at the Beaufort Branch Library, and a $50,000 LSTA Impact Grant to support the purchase of a replacement bookmobile.

**B. Strategic Planning Committee**: Mrs. Cooper reported that Library Administration is finalizing a communications plan for the committee's review.

**C. Nominating Committee:** Dr. Olodun reported that the committee is developing a slate of nominees for Vice Chair and will schedule a meeting to finalize nominations. Board members interested in serving as Vice Chair or nominating another member were encouraged to contact Dr. Olodun. She noted that the Vice Chair coordinates the Director's annual evaluation and must be prepared to assume the duties of the Chair in their absence and should be prepared for future service as Board Chair.

**D. Liaisons**

**Friends of the Library (FOL):**

- **Friends of Beaufort Library**: Ms. Dickman reported that the Friends of Beaufort Library will host their Annual Meeting on Saturday, September 12th, and will include a celebration of the renovated picture book area.

- **Friends of Bluffton Library**: Dr. Handman reported that the Friends of the Bluffton Library will hold their annual book sale September 17th–19th with auction items also available.

- **Friends of Hilton Head Library**: Ms. Dickman reported that the Friends of HHI Library have scheduled their next meeting for September 22nd.

**Public Library Foundation**: Ms. Cooper reported that the Foundation continued its support of the annual Summer Reading Program and is developing a website. The Foundation will also meet soon to discuss its annual fundraising appeal.

**E. Facilities Committee:** Mrs. Howard noted the Facilities Committee will schedule a committee meeting prior to the November board meeting.

**XI. New Business:**

- Mrs. Howard commended Library staff for their assistance with room reservations and coordination of voter registration education events planned at the Bluffton and Hilton Head Island branches on September 15th.
- Ms. Dickman shared an update from Councilman Passiment, who was unable to attend the meeting. She relayed his support for continued progress on the New Riverside Library project and that County Council is interested in exploring potential options for the Lobeco Library property with the Beaufort County School District.

**XII. Announcements:**

- The next public meeting of the Library Board of Trustees is scheduled for November 18, 2026 at 4pm at the Bluffton Branch Library.

With no other business to discuss, Ms. Howard made a motion to adjourn the Library Board of Trustees meeting at 5:00pm with a second from Dr. Olodun. The motion carried unanimously.

Respectfully submitted,

**Amanda Dickman**
**Library Director**

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**BEAUFORT COUNTY LIBRARY - BUDGET UPDATE FY 2027**
**Expenditures as of 10/31/2026**

| OPERATING | | | | | | |
|---|---|---|---|---|---|---|
| **Description** | **FY27 Allocation** | **Expended YTD** | **Balance** | **% Spent** | **% Year elapsed** | **Variance** |
| **PERSONNEL** | | | | | | |
| SALARIES AND WAGES | $ 5,115,111 | $ 1,513,246 | $ 3,601,865 | 30% | 16.4% | 0.13 |
| EMPLOYER FICA | $ 317,137 | $ 90,981 | $ 226,156 | 29% | 16.4% | 0.12 |
| EMPLOYER MEDICARE | $ 74,169 | $ 21,278 | $ 52,891 | 29% | 16.4% | 0.12 |
| EMPLOYER SC RETIREMENT | $ 949,365 | $ 280,553 | $ 668,812 | 30% | 16.4% | 0.13 |
| PERSONNEL SERVICES TOTAL | $ 6,455,781 | $ 1,906,057 | $ 4,549,724 | 30% | 16.4% | 0.13 |
| | | | | | | |
| **OPERATING** | | | | | | |
| PRINTING | $ 18,500 | $ 735 | $ 17,765 | 4% | 16.4% | -0.12 |
| POSTAGE/OTHER CARRIERS | $ 12,000 | $ 2,914 | $ 9,086 | 24% | 16.4% | 0.08 |
| MAINTENANCE CONTRACTS | $ 90,000 | $ 13,306 | $ 76,694 | 15% | 16.4% | -0.02 |
| EQUIPMENT RENTALS | $ 157,000 | $ 940 | $ 156,060 | 1% | 16.4% | -0.16 |
| PROFESSIONAL SERVICES | $ 35,000 | $ 30,371 | $ 4,629 | 87% | 16.4% | 0.70 |
| DUES & SUBSCRIPTIONS | $ 45,000 | $ 135 | $ 44,865 | 0% | 16.4% | -0.16 |
| TRAINING AND CONFERENCES | $ 4,000 | $ 1,748 | $ 2,252 | 44% | 16.4% | 0.27 |
| SUPPLIES-OFFICE/PHOTO/ETC | $ 30,000 | $ 5,366 | $ 24,634 | 18% | 16.4% | 0.01 |
| LIBRARY MATERIALS: | $ 600,000 | $ 184,366 | $ 415,634 | 31% | 16.4% | 0.14 |
| • *BOOKS* | $ - | $ *31,945* | $ - | - | - | - |
| • *AUDIOVISUALS* | $ - | $ *7,996* | $ - | - | - | - |
| • *DIGITAL RESOURCES (DATABASES)* | $ - | $ - | $ - | - | - | - |
| • *DIGITAL MATERIALS (HOOPLA, FLIPSTER)* | $ - | $ *132,615* | $ - | - | - | - |
| • *PERIODICALS* | $ - | $ *11,811* | $ - | - | - | - |
| UNIFORMS | $ 2,500 | $ 723 | $ 1,777 | 29% | 16.4% | 0.12 |
| MINOR OFF FURN/EQP (NON-CAP) | $ 27,000 | $ - | $ 27,000 | 0% | 16.4% | -0.16 |
| CREDIT CARD FEES | $ 4,000 | $ - | $ 4,000 | 0% | 16.4% | -0.16 |
| **OPERATING EXPENSES TOTAL** | **$ 1,025,000** | **$ 240,604** | **$ 784,396** | **23%** | **16.4%** | **0.07** |
| | | | | | | |
| **PERSONNEL AND OPERATING** | **$ 7,480,781** | **$ 2,146,661** | **$ 5,334,120** | **29%** | **16.4%** | **0.12** |
| | | | | | | |
| **STATE AID** | **$ 515,217** | **$ -** | **$ -** | **0%** | **16.4%** | **-0.16** |

| SPECIAL FUNDS | | | | | |
|---|---|---|---|---|---|
| IMPACT FEE NORTH | | | IMPACT FEE SOUTH | | |
| Legacy Impact Fees Districts (2006-2023) | | | Legacy Impact Fees Districts (2006-2023) | | |
| • Beaufort | $ | 89,564 | • Bluffton | $ | 2,456,205 |
| • Lobeco | $ | 66,608 | • Hilton Head | $ | 879,679 |
| • St. Helena | $ | 705,009 | • Del Webb | $ | 6,146 |
| Total | $ | 861,181 | Total | $ | 3,342,030 |
| | | | | | |
| CONSOLIDATED NORTH DISTRICTS | | | CONSOLIDATED SOUTH DISTRICTS | | |
| (2023 - Present) | | | (2023 - Present) | | |
| July 1, 2026 Balance | $ | 684,944 | July 1, 2026 Balance | $ | 974,238 |
| • Receipts | $ | 64,228 | • Receipts | $ | 58,505 |
| • Expenditures | $ | - | • Expenditures | $ | - |
| Oct.31, 2026 Balance | $ | 749,172 | Oct.31, 2026 Balance | $ | 1,032,743 |

| Non-operating funds | | |
|---|---|---|
| Endownment | $ | 242,789 |
| BDC Materials | $ | 3,926 |
| Donations | $ | 7,156 |
| | | |
| Grants | | |
| Carnegie Foundation | $ | 10,000 |
| IMLS Impact Grant | $ | 50,000 |
| IMLS Continuing Edu (ABOS) | $ | 2,125 |
| IMLS Continuing Edu (ARSL) | $ | 1,940 |

**UNOFFICIAL AND UNAUDITED**

**Last update Oct.31.2026**

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## Proviso 27.1 - Aid to County Libraries Allotment – Payout

**Required Paperwork for First Payment**

- South Carolina State Aid Compliance Certification
- Maintenance of Effort Statement
- State Aid Agreement and Library Budget Form
- Collection Development Funding Certification – Payment #1

**Required Paperwork for Second Payment**

- Collection Development Funding Certification – Payment #2
- Library / County Audit

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# South Carolina State Aid Compliance Certification

**Funding Year** 2027 **Library System** Beaufort County Library

County Libraries must comply with all rules and regulations governing state aid. Should the library system at any time find that they are not in compliance it is the responsibility of the Library Director or Board to provide written notification of non-compliance to the State Library Director or Deputy Director. The State Library Director or Deputy Director can waive some of the requirements upon receipt of a formal waiver request.

**By signing this document I am certifying compliance with the following:**

1. I hereby certify that the above referenced library system is compliant with all statutory regulations set forth in the S.C. Code of Laws, § 60–1–80, S.C. Code of Laws, § 60-1-90, S.C. Code Regs. Vol. 26 Chapter 75, Proviso 27.1 (Aid to County Libraries Allotment), Part IB, § 27, Appropriation Act, S.C. Gen. Assemb. (2025–2026).
2. I further certify that all funds received will be spent prior to June 30th of this funding year.
3. I certify that if noncompliance related to Maintenance of Effort or Balanced Library Budget is recognized I will provide written notification within fourteen days to the South Carolina State Library Director or Deputy Director and will also request a waiver if applicable.

**Name:** Amanda Dickman **Signature:** _____

**Title:** Library Director **Date:** _____

# Maintenance of Effort Certification
# for South Carolina Public Libraries
# FY 2027

**County: Beaufort**

South Carolina public libraries applying for grants of State Aid must demonstrate that the required level of financial support from local sources has been met. This certification indicates that the above-named County is in compliance with State regulations[1] regarding Library funding.

| | | |
|---|---|---|
| **Local funds expended for the library[2] in FY 2025:** | **$** | 6,066,924 |
| **Local funds[3] budgeted for the library for FY 2027: $** | **$** | 7,480,781 |
| **Number of mills budgeted for the library for FY 2027 (if applicable):** | | N/A |

Sandy Pouk, Beaufort County Finance Director

**City/County Manager or Finance Officer (print name)**

10/8/2026

**City/County Manager or Finance Officer (signature)** **Date**

[1] "Local library support shall be not less than the amount actually expended for library operations from local sources in the second preceding year." S.C R75-1-C. (The "second preceding year" for FY2027 is FY2025.)

[2] Enter the local dollars actually expended for Library operations in FY 2025 (July 1, 2024 through June 30, 2025.)

[3] County and/or municipal appropriations and/or millage only, including funds from taxes (real estate, fees in lieu of taxes, merchant inventory, delinquent taxes, homestead or vehicle taxes.) Do not include one time or special funds for designated purposes. Do not include state or federal grants, memorials, gifts, fees, interest and other non-tax revenues, funds carried over from the previous fiscal year, or capital outlay.

**Return to: Breanne Smith, brsmith@statelibrary.sc.gov, S.C. State Library**
**1500 Senate Street Columbia SC 29108 (803) 734-8626**

## State Aid Agreement and Library Budget Form for: Beaufort County Library

Library Name

## Proposed Budget: FY 2027 (July 1, 2026 - June 30, 2027)

| Funding Category | *Local Funds | **State Aid | Total Budgeted | Percentages |
|---|---|---|---|---|
| [1]Personnel (65 - 70% ) | $6,455,781 | | $6,455,781 | 81% |
| [2]Information Resources (15 - 20% ) | $600,000 | $514,572 | $1,114,572 | 14% |
| [3]Other Operating Expenses (10 - 20% ) | $425,000 | | $425,000 | 5% |
| **Total operating expenses** | **$7,480,781** | **$514,572** | **$7,995,353** | **100%** |

**Instructions: Enter allocations from adopted library operating budget, and calculate percentages as indicated. If completing online, the form will automatically calculate percentages and totals.**

*This funding stream includes county and/or municipal taxes and other local appropriations, and projected fines and fees. Do not include capital funds, State Aid, state or federal grants, memorials, gifts, donations, or capital revenue.

**This funding stream includes only State Aid allocated to your library for FY2027 by the S.C. Legislature. Do not include other state grants, federal grants, or Education Lottery funds.

[1]**Personnel:** Wages and benefits only

[2]**Information Resources:** Books, periodical subscriptions, microforms, electronic resources (E-books, databases, etc.), audiovisual materials, preservation supplies and equipment.

[3]**Other Operating Expenses:** May include continuing education for staff and trustees, library furniture and equipment, Bookmobile operations, contractual services, Library audit.

**I hereby certify this Library to be in compliance with all S.C. statutes and regulations pertaining to State Aid.**

**Library Director** AMANDA DICKMAN

Print Name Signature

**I hereby certify this Library to be in compliance with all S.C. statutes and regulations pertaining to State Aid. This document has been approved by the Library Board in the presence of a quorum.**

**Library Board Chair** DR. JANET PORTER

Print Name Signature

**Return signed original to: Breanne Smith , brsmith@statelibrary.sc.gov S.C. State Library, 1500 Senate Street , Columbia S.C. 29201**



Governing Legislation: S.C. Reg. 75-1 D(4)

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**South Carolina Public Library**
**Collection Development Funding Certification**
**FY 2027 – Payment #1**

**County: Beaufort**

This form certifies that the above-named county public library meets the requirements of all legislation related to the Aid to County Library Allotment (S.C. Code of Laws, § 60–1–80, S.C. Code of Laws, § 60-1-90, S.C. Code Regs. Vol. 26 Chapter 75). The above-named county library further certifies to having library board-approved policies related to Collection Development, Requests for Reconsideration of materials, and a policy that clearly identifies the age at which a child can obtain a library card without parental consent. This certification indicates that professional standards have been followed when selecting and organizing materials in the collection and that the above-named County complies with state funding regulations - specific legislative language follows:

**Proviso 27.1.** (LIB: Aid to Counties Libraries Allotment) *The amount appropriated in this section for "Aid to County Libraries" shall be allotted to each county on a per capita basis according to the official United States Census For 2020, as aid to the County Library. No county shall be allocated less than $150,000 under this provision. Counties shall receive their allocations in two equal parts, to receive this aid, local library support shall not be less than the amount actually expended for library operations from local sources in the second preceding year. Prior to receiving each of these funds allocations, county libraries must certify to the State Library and have an adopted policy in place that their county libraries do not offer any books or materials that appeal to the prurient interest of children under the age of seventeen in children's, youth, or teen book sections of libraries and are only made available with explicit parental consent. Failure to provide these certifications in a manner satisfactory to the State Library shall result in the immediate withholding of the allocation. If the local Legislative Delegation presents evidence that these requirements are not being met by a county library, the delegation may request a comprehensive review of the certification by the State Library. All remaining funds shall be withheld until the State Library verifies full compliance with these requirements and issues a written determination of compliance to the delegation.*

By signing below, I certify that I have read and fully understand the State Aid to County Libraries – Comprehensive Review Procedure.

Amanda Dickman /_____
**Public Library Director sign and print name** **Date**

Dr. Janet Porter /_____
**Public Library Board Chair sign and print name** **Date**

**Return to: Breanne Smith, brsmith@statelibrary.sc.gov, S.C. State Library 1500 Senate Street Columbia SC 29108 (803) 734-8626**

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**South Carolina Public Library**
**Collection Development Funding Certification**
**FY 2027 – Payment #2**
**County: Beaufort**

This form certifies that the above-named county public library meets the requirements of all legislation related to the Aid to County Library Allotment (S.C. Code of Laws, § 60–1–80, S.C. Code of Laws, § 60-1-90, S.C. Code Regs. Vol. 26 Chapter 75). The above-named county library further certifies to having library board-approved policies related to Collection Development, Requests for Reconsideration of materials, and a policy that clearly identifies the age at which a child can obtain a library card without parental consent. This certification indicates that professional standards have been followed when selecting and organizing materials in the collection and that the above-named County complies with state funding regulations - specific legislative language follows:

> **Proviso 27.1.** (LIB: Aid to Counties Libraries Allotment) *The amount appropriated in this section for "Aid to County Libraries" shall be allotted to each county on a per capita basis according to the official United States Census For 2020, as aid to the County Library. No county shall be allocated less than $150,000 under this provision. Counties shall receive their allocations in two equal parts, to receive this aid, local library support shall not be less than the amount actually expended for library operations from local sources in the second preceding year. Prior to receiving each of these funds allocations, county libraries must certify to the State Library and have an adopted policy in place that their county libraries do not offer any books or materials that appeal to the prurient interest of children under the age of seventeen in children's, youth, or teen book sections of libraries and are only made available with explicit parental consent. Failure to provide these certifications in a manner satisfactory to the State Library shall result in the immediate withholding of the allocation. If the local Legislative Delegation presents evidence that these requirements are not being met by a county library, the delegation may request a comprehensive review of the certification by the State Library. All remaining funds shall be withheld until the State Library verifies full compliance with these requirements and issues a written determination of compliance to the delegation.*

By signing below, I certify that I have read and fully understand the State Aid to County Libraries – Comprehensive Review Procedure.

Amanda Dickman / _____
**Public Library Director sign and print name** **Date**

Dr. Janet Porter / _____
**Public Library Board Chair sign and print name** **Date**

**Return to: Breanne Smith, brsmith@statelibrary.sc.gov, S.C. State Library 1500 Senate Street Columbia SC 29108 (803) 734-8626**

Larry C. Toomer
*Mayor*

Fred Hamilton
*Mayor Pro Tempore*

Stephen Steese
*Town Manager*

*Council Members*
Bridgette Frazier
Dan Wood
Emily Burden

Marcia Hunter
*Town Clerk*

Audra Antonacci-Ogden
Assistant County Administrator
Beaufort County
Via e-mail: aantonacci@bcgov.net

September 29, 2026

RE: Loan of Public Art to Bluffton Public Library

Ms. Antonacci-Ogden:

Recently, the Town of Bluffton Town Council made an investment in our cultural heritage by way of the acquisition of a multi-piece sculpture by local artist Walter Palmer. Palmer moved to our area in 1970 after graduating from the Atlanta College of Art, and has been creating his recognizable bird sculptures ever since. According to his CV, his birds have alighted in "boardrooms of Fortune 500 companies, luxury hotels, cruise lines, a federal reserve bank, and a long list of discriminating private collectors" in England, Europe, the Caribbean, and of course the Lowcountry.

"Story Time" includes two birds listening with rapt attention to a larger bird reading them a book, plus a collection of eight pilings to arrange at will before perching the birds and anchoring them to the ground. The birds are constructed of fiberglass coated with bronze finished with a natural patina; the beaks, legs and the book are all cast bronze. All pieces are finished with a clear coat and natural wax with the cast pieces polished to a sheen. The wood pilings are treated but will last longer if resting on a prepared base, such as concrete. The overall grouping ranges in height from 66" to 52". The depth and length are customizable based on how the pieces are arranged.

Bluffton Town Council felt this feathered trio would be a charming addition in front of the front porch at the Bluffton Public Library and seeks the Library Board's review and approval to accept the collection on loan. The Town would retain ownership, cover all costs of the installation, and all on-going costs of insurance and maintenance.

Although the Town of Bluffton is the owner of the land on which the library sits, it is the County's lease to operate a library on the parcel, and the Library Board is the appropriate body to make the final determination to accept the Town's offer of a loan.

Photos are attached but if Town staff can answer any questions or if you would like them to make a presentation to the Library Board in person, please don't hesitate to contact Special Projects Manager Mark Maxwell at mark.maxwell@townofbluffton.com or Director of Compliance and Contracts Felicia Roth at froth@townofbluffton.com.

Sincerely,

Stephen Steese
Town Manager

# Beaufort County Library
# Board of Trustees
# 2027 MEETING DATES

| | |
|---|---|
| **January 13, 2027** | **Beaufort Branch Library**<br>311 Scott Street<br>Beaufort, SC |
| **March 10, 2027** | **Bluffton Branch Library**<br>120 Palmetto Way<br>Bluffton, SC |
| **May 12, 2027** | **Beaufort Branch Library**<br>311 Scott Street<br>Beaufort, SC |
| **July 14, 2027** | **Bluffton Branch Library**<br>120 Palmetto Way<br>Bluffton, SC |
| **September 15, 2027** | **Beaufort Branch Library**<br>311 Scott Street<br>Beaufort, SC |
| **November 10, 2027** | **Bluffton Branch Library**<br>120 Palmetto Way<br>Bluffton, SC |

**Finance Committee to meet at 3 p.m.**

**Meetings begin at 4 p.m. unless otherwise specified**

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# Beaufort County Library
# Board of Trustees
# 2027 LIBRARY CLOSINGS

| HOLIDAY | OBSERVANCE |
|---|---|
| New Year's Day | Friday, January 1, 2027 |
| Martin Luther King, Jr.'s Birthday | Monday, January 18, 2027 |
| Presidents' Day | Monday, February 15, 2027 |
| Good Friday | Friday, March 26, 2027 |
| **Staff Development Day- Library Closed** | Tuesday, April 27, 2027 |
| Memorial Day | Monday, May 31, 2027 |
| Juneteenth National Independence Day | Friday, June 18, 2027 (**observed**) |
| Independence Day | Monday, July 5, 2027 (**observed**) |
| Labor Day | Monday, September 6, 2027 |
| **Staff Development Day- Library Closed** | Wednesday, October 13, 2027 |
| Veterans Day | Thursday, November 11, 2027 |
| *Library Closes at 5:00 pm* | Wednesday, November 24, 2027 |
| Thanksgiving Day | Thursday, November 25, 2027 |
| Heritage Day | Friday, November 26, 2027 |
| Christmas Eve | Thursday, December 23, 2027 (**observed**) |
| Christmas Day | Friday, December 24, 2027 (**observed**) |
| **Library closed** | Saturday, December 25, 2027 |
| New Year's Day | Friday, December 31, 2027 (**observed**) |
| **Library closed** | Saturday, January 1, 2028 |

**"Library Closed" Dates & hours do not qualify for Holiday Pay.**

October 16, 2026