



## PCLS BOARD OF TRUSTEES SPECIAL MEETING AGENDA

6:00 PM January 15, 2026  
Hampton Memorial Library

PRESIDING: Mr. Danny Parton, Chair – District 3 (Pickens)

Mr. Mark Kilburn, Treasurer – At Large

Ms. Alesa Pinkerton, V. Chair – District 4 (Liberty)

Mr. Alfred Wheeler – District 1 (Clemson)

TBD – District 5 (Easley)

Ms. Nancy Miller, Sec – District 2 (Six Mile/Central)

Mr. Brian Aiken – District 6 (Dacusville)

1. Moment of Silence and Pledge of Allegiance
2. Chairman's Report/Rules for Public Comments
3. Public Comments – Limit to (3) minutes each (Total 30 minutes)
4. Approval of Minutes
  - a. Library Board Meeting 11/20/25
  - b. Special Called Meeting 12/22/25
  - c. Special Called Meeting 1/8/2026
5. Library Directors Report
  - a. Library Information
  - b. Financial Report
  - c. Foundation Report
  - d. Quarterly Statistical Report – Assistant Director
6. Friends of the Library Report – Friends Executive Board Member
7. Old Business
  - a. Young Adult VS Teen
  - b. Workshop with SC Director
  - c. Budget breakdown (sent to County Council)
  - d. Schedule Executive Session - personnel matter- February 12<sup>th</sup>
8. New Business
  - a. Amend moment of silence with a prayer
  - b. Changes to Miscellaneous Procedures - M1 & M2
  - c. Collection Policy and Library Material/Reconsideration Policy
  - d. Special Called Meeting – Feb 12<sup>th</sup> (Policies)
  - e. Constitution, Article V word change
  - f. Library Card Policy Update- Holiday Book checkout limit change 5 to 10
9. Meeting Adjourn

Next Meetings: Special Called Meeting: Thursday, February 12<sup>th</sup> at 6:00pm – 7:00pm

Executive Session: Thursday, February 12<sup>th</sup> at 7:00pm – 8:00pm

(At the Hampton Memorial Library)

## **LIBRARY BILL OF RIGHTS**

The American Library Association affirms that all libraries are forums for information and ideas, and that the following basic policies should guide their services:

- I. Books and other library resources should be provided for the interest, information, and enlightenment of all people of the community the library serves. Materials should not be excluded because of the origin, background, or views of those contributing to their creation.
- II. Libraries should provide materials and information presenting all points of view on current and historical issues. Materials should not be proscribed or removed because of partisan or doctrinal disapproval.
- III. Libraries should challenge censorship in the fulfillment of their responsibility to provide information and enlightenment.
- IV. Libraries should cooperate with all persons and groups concerned with resisting abridgment of free expression and free access to ideas.
- V. A person's right to use the library should not be denied or abridged because of origin, age, background, or views.
- VI. Libraries which make exhibit spaces and meeting rooms available to the public they serve should make such facilities available on an equitable basis, regardless of the beliefs or affiliations of individuals or groups requesting their use.
- VII. All people, regardless of origin, age, background, or views, possess a right to privacy and confidentiality in their library use. Libraries should advocate for, educate about, and protect people's privacy, safeguarding all library use data, including personally identifiable information.

Adopted June 19, 1939 by the ALA Council  
Amended October 14, 1944; June 18, 1948; February 2, 1961;  
June 27, 1967; January 23, 1980; January 29, 2019

Endorsed by the Pickens County Library System  
Board of Trustees  
August 21, 1997

## FREEDOM TO READ

The freedom to read is essential to our democracy. It is continuously under attack. Private groups and public authorities in various parts of the country are working to remove or limit access to reading materials, to censor content in schools, to label "controversial" views, to distribute lists of "objectionable" books or authors, and to purge libraries. These actions apparently rise from a view that our national tradition of free expression is no longer valid; that censorship and suppression are needed to counter threats to safety or national security, as well as to avoid the subversion of politics and the corruption of morals. We, as individuals devoted to reading and as librarians and publishers responsible for disseminating ideas, wish to assert the public interest in the preservation of the freedom to read.

Most attempts at suppression rest on a denial of the fundamental premise of democracy: that the ordinary individual, by exercising critical judgment, will select the good and reject the bad. We trust Americans to recognize propaganda and misinformation, and to make their own decisions about what they read and believe. We do not believe they are prepared to sacrifice their heritage of a free press in order to be "protected" against what others think may be bad for them. We believe they still favor free enterprise in ideas and expression.

These efforts at suppression are related to a larger pattern of pressures being brought against education, the press, art and images, films, broadcast media, and the Internet. The problem is not only one of actual censorship. The shadow of fear cast by these pressures leads, we suspect, to an even larger voluntary curtailment of expression by those who seek to avoid controversy or unwelcome scrutiny by government officials.

Such pressure toward conformity is perhaps natural to a time of accelerated change. And yet suppression is never more dangerous than in such a time of social tension. Freedom has given the United States the elasticity to endure strain. Freedom keeps open the path of novel and creative solutions, and enables change to come by choice. Every silencing of a heresy, every enforcement of an orthodoxy, diminishes the toughness and resilience of our society and leaves it the less able to deal with controversy and difference.

Now as always in our history, reading is among our greatest freedoms. The freedom to read and write is almost the only means for making generally available ideas or manners of expression that can initially command only a small audience. The written word is the natural medium for the new idea and the untried voice from which come the original contributions to social growth. It is essential to the extended discussion that serious thought requires, and to the accumulation of knowledge and ideas into organized collections.

We believe that free communication is essential to the preservation of a free society and a creative culture. We believe that these pressures toward conformity present the danger of limiting the range and variety of inquiry and expression on which our democracy and our culture depend. We believe that every American community must jealously guard the freedom to publish and to circulate, in order to preserve its own freedom to read. We believe that publishers and librarians have a profound responsibility to give validity to that freedom to read by making it possible for the readers to choose freely from a variety of offerings.

The freedom to read is guaranteed by the Constitution. Those with faith in free people will stand firm on these constitutional guarantees of essential rights and will exercise the responsibilities that accompany these rights.

**We therefore affirm these propositions:**

- 1. It is in the public interest for publishers and librarians to make available the widest diversity of views and expressions, including those that are unorthodox, unpopular, or considered dangerous by the majority.***

Creative thought is by definition new, and what is new is different. The bearer of every new thought is a rebel until that idea is refined and tested. Totalitarian systems attempt to maintain themselves in power by the ruthless suppression of any concept that challenges the established orthodoxy. The power of a democratic system to adapt to change is vastly strengthened by the freedom of its citizens to choose widely from among conflicting opinions offered freely to them. To stifle every nonconformist idea at birth would mark the end of the democratic process.

Furthermore, only through the constant activity of weighing and selecting can the democratic mind attain the strength demanded by times like these. We need to know not only what we believe but why we believe it.

- 2. Publishers, librarians, and booksellers do not need to endorse every idea or presentation they make available. It would conflict with the public interest for them to establish their own political, moral, or aesthetic views as a standard for determining what should be published or circulated.***

Publishers and librarians serve the educational process by helping to make available knowledge and ideas required for the growth of the mind and the increase of learning. They do not foster education by imposing as mentors the patterns of their own thought. The people should have the freedom to read and consider a broader range of ideas than those that may be held by any single librarian or publisher or government or church. It is wrong that what one can read should be confined to what another thinks proper.

- 3. It is contrary to the public interest for publishers or librarians to bar access to writings on the basis of the personal history or political affiliations of the author.***

No art or literature can flourish if it is to be measured by the political views or private lives of its creators. No society of free people can flourish that draws up lists of writers to whom it will not listen, whatever they may have to say.

- 4. There is no place in our society for efforts to coerce the taste of others, to confine adults to the reading matter deemed suitable for adolescents, or to inhibit the efforts of writers to achieve artistic expression.***

To some, much of modern expression is shocking. But is not much of life itself shocking? We cut off literature at the source if we prevent writers from dealing with the stuff of life. Parents and teachers have a responsibility to prepare the young to meet the diversity of experiences in life to which they will be exposed, as they have a responsibility to help them learn to think critically for themselves. These are affirmative responsibilities, not to be discharged simply by preventing

them from reading works for which they are not yet prepared. In these matters values differ, and values cannot be legislated; nor can machinery be devised that will suit the demands of one group without limiting the freedom of others.

**5. *It is not in the public interest to force a reader to accept the prejudgment of a label characterizing any expression or its author as subversive or dangerous.***

The ideal of labeling presupposes the existence of individuals or groups with wisdom to determine by authority what is good or bad for others. It presupposes that individuals must be directed in making up their minds about the ideas they examine. But Americans do not need others to do their thinking for them.

**6. *It is the responsibility of publishers and librarians, as guardians of the people's freedom to read, to contest encroachments upon that freedom by individuals or groups seeking to impose their own standards or tastes upon the community at large; and by the government whenever it seeks to reduce or deny public access to public information.***

It is inevitable in the give and take of the democratic process that the political, the moral, or the aesthetic concepts of an individual or group will occasionally collide with those of another individual or group. In a free society individuals are free to determine for themselves what they wish to read, and each group is free to determine what it will recommend to its freely associated members. But no group has the right to take the law into its own hands, and to impose its own concept of politics or morality upon other members of a democratic society. Freedom is no freedom if it is accorded only to the accepted and the inoffensive. Further, democratic societies are more safe, free, and creative when the free flow of public information is not restricted by governmental prerogative or self-censorship.

**7. *It is the responsibility of publishers and librarians to give full meaning to the freedom to read by providing books that enrich the quality and diversity of thought and expression. By the exercise of this affirmative responsibility, they can demonstrate that the answer to a "bad" book is a good one, the answer to a "bad" idea is a good one.***

The freedom to read is of little consequence when the reader cannot obtain matter fit for that reader's purpose. What is needed is not only the absence of restraint, but the positive provision of opportunity for the people to read the best that has been thought and said. Books are the major channel by which the intellectual inheritance is handed down, and the principal means of its testing and growth. The defense of the freedom to read requires of all publishers and librarians the utmost of their faculties, and deserves of all Americans the fullest of their support.

We state these propositions neither lightly nor as easy generalizations. We here stake out a lofty claim for the value of the written word. We do so because we believe that it is possessed of enormous variety and usefulness, worthy of cherishing and keeping free. We realize that the application of these propositions may mean the dissemination of ideas and manners of expression that are repugnant to many persons. We do not state these propositions in the comfortable belief that what people read is unimportant. We believe rather that what people read is deeply important; that ideas can be dangerous;

but that the suppression of ideas is fatal to a democratic society. Freedom itself is a dangerous way of life, but it is ours.

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This statement was originally issued in May of 1953 by the Westchester Conference of the American Library Association and the American Book Publishers Council, which in 1970 consolidated with the American Educational Publishers Institute to become the Association of American Publishers.

Adopted June 25, 1953, by the ALA Council and the AAP Freedom to Read Committee; amended January 28, 1972; January 16, 1991; July 12, 2000; June 30, 2004.

## COLLECTION DEVELOPMENT POLICY

### Objective

The library belongs to all the people it serves and wishes to encourage their interest in its work. It seeks to maintain a broad and well-balanced collection with up-to-date information in varied formats to enlighten, inform, entertain, and empower the community of Pickens County. The library believes that collections are part of the broader content of what a library provides to its community, which includes experiences, spaces, materials, and collaborations. The library seeks to respond to our community's needs and interests through this content. This policy ensures that the library collection will reflect the experiences of the community, and provide an opportunity to explore cultures, traditions, and ideas from all different types of people. All content decisions must follow applicable specifications of Federal, State, and Local legislation.

### Selection Principles

The responsibility for selection of library materials is delegated to the Library Director with the approval of the library board. Qualified staff members are responsible for suggesting appropriate materials through daily interaction with library patrons and assessment of their needs, as well as on their own wide reading experience. In addition to responding to the demands of Library users, staff consults a variety of reviewing sources and community members with expertise in certain areas. The Board, therefore, establishes the following principles to guide the library in the selection process.

- Develop a well-rounded collection of current, high-demand, high-interest materials in a variety of formats to meet the needs of our community.
- Curate a collection that represents diverse points of view, subjects, opinions, and modes of expression, and which reflect the community and the world we inhabit, and the variety of our community readers' tastes and interests.
- Collection materials should include materials in digital/electronic formats (when available).
- Library material will not be excluded because of the race, nationality, sex, or the political, social, or religious views of its author or its intended audience.
- Provide materials to meet the recreational and informational needs and interests of our community and organize those materials in age appropriate collections. Materials are selected and organized considering complexity, vocabulary, and topic.
- Encourage lifelong learning by making current, accurate, and useful information available to all ages in our community.
- Encourage minors to develop an interest in reading and learning by providing a collection of materials which is current and appeals to their interests by being age appropriate.

The following two sections: Children's and Teen's Collections will abide by the South Carolina State Library "Guidance on Collection Development for Minors."

Parents or legal guardians are responsible for completing Youth Library Card applications, which grant permission for minors to access library materials they deem appropriate for their family's values and lifestyle. The Pickens County Library System respects and upholds the decisions of each parent or legal guardian regarding materials accessed by their minor children and will honor those choices in support of individual family needs. Please look on our website for the "Youth Library Card Applications".

### **Children's Collection**

To encourage life-long reading habits, the children's collection provides material in a variety of formats to satisfy and stimulate the informational, educational, cultural, and recreational needs of the children of Pickens County from birth through grade eight/age 12. Material is selected with regard to the stages of emotional and intellectual maturity of children. Children's area breakdown:

1. Newborn – 4 years old: Board books/Soft books
2. Ages 4 – 8 years old: Picture books/ Early Readers
3. Ages 8- 11 years old: First chapter books
4. Ages 11 – 12 years old: Middle Grade books

### **Teen Collection**

Teen collection material is intended for library patrons from the age of 13 to 17 years. It is a transitional collection for the reader moving from the children's collection to the adult collection. The Teen collection consists of fiction and nonfiction books of popular and contemporary interest. Because of the wide range of maturity and reading levels among individual teens, the suitability of any particular item for a teen must be determined on an individual basis by the parent/legal guardian of that teen.

For the purposes of this policy, material is considered graphic if a person applying contemporary community standards relating to the depiction or description of sexual conduct would find that the portion of material appeals to the prurient interest, and/or the material can be considered gratuitous sex because it involves descriptions or depictions of carnal detail of a sexual act or encounter.

Materials including graphic novels located in the Teen area of the library should be appropriate for children 13-17 years of age. Material with a recommended upper age of 18 should be located in the adult section of the library.

Materials that contain the following will not be included in the Teen Collection:

1. Graphic depictions or descriptions of rape, pedophilia, or incest
2. Graphic explicit sexual depictions or descriptions (vaginal, anal, oral, and masturbation)
3. Pervasive vulgarity
4. Prurient interest material- according to Provision 27.1

While “young adult” is a standard term used by publishers and libraries, it can be ambiguous and confusing to the general public. If a library has a “young adult” section it should be located in the adult area of the library. The term “young adult” is generally understood as individuals aged 18-25.

**Rating System:** Publisher recommended ages, for example 13 and up or 13-17, or grades 9-12 must be placed into the higher age or grade limit, which will be in the adult section of the library. The Young Adult section may be added as a sub-section part of the adult section of the library (ages 18-25) at a later date.

### **Reference Collection**

The library maintains a physical reference collection to serve the informational needs of library users. Reference sources are characterized by their ability to provide information and to summarize, condense, or give a comprehensive overview of a topic. They remain in the library to be readily available to all residents. Selection criteria of particular importance for reference sources are accuracy, arrangement, ease-of-use, uniqueness of information, authority, documentation, and indexing. Reference sources are consulted for specific items of information and are not meant to be read consecutively. They include bibliographies, indexes, directories, dictionaries, catalogs, statistical compendia, atlases, and almanacs.

### **Library of Things**

The Library of Things is a collection of non-traditional library items that patrons may wish to try or test before purchasing. These include items used for outdoor activities and games, health and fitness, tools, electronics, crafts and hobbies, and musical instruments. This collection is not intended to be comprehensive, and the library is limited by a finite amount of storage space and funds for these items.

The Library Director has full authority to create, move, or remove collections based on changing media, community needs, or to improve access, provided these changes satisfy all current policies of the library board.

Original approval May 15, 1997

Full policy manual approved August 21, 1997

Full corrected policy manual approved June 15, 2000

Reapproved with no changes October 17, 2002

Revised policy approved February 19, 2004

Amended policy approved September 22, 2023

*Draft update: 12/18/24*

*Draft updated: 3/9/2025*

*Draft updated: 1/15/2026*

## REVIEW OF MATERIALS POLICY

The Pickens County Library System (PCLS) is dedicated to serving all county residents by providing welcoming access to information, resources, and services that enrich their lives. Through thoughtfully curated collections and programs, we strive to support the educational, cultural, informational, and entertainment needs of our community, fostering lifelong learning and connection for everyone we serve.

The library has a responsibility to provide a robust library collection of materials which represent many varied viewpoints, life experiences, and interests of the community. The materials and resources are selected by trained professional staff members to meet the varied needs of our community; however, it is not expected that all resources will appeal to every user. The Collection Policy established by the Library Board of trustees will help guide the staff to place resources and materials in the appropriate locations.

The Pickens County community member may request a reconsideration of physical library materials, displays, programs, electronic materials, or digital resources. The community member petitioning the reconsideration must be an adult (18+) and reside in Pickens County with an active library card. The *Request for Reconsideration of Library Resources* form can be found on the Pickens County Library System (PCLS) website under the 2025-2026 Reconsideration Requests tab and also under Library Board of Trustees tab or by requesting it from a staff member. Upon receipt of a *Request for Reconsideration form*, a formal review of the material in question shall be undertaken in accordance with the Pickens County Library System (PCLS) policy. The Director of the Pickens County Library System is responsible for managing requests for material review.

All Reconsideration Requests will be accepted and will be decided upon according to our Collection Policy criteria and in the order in which it was received. If multiple Reconsideration Requests come in for the same material, the Director will start the process for the first one received. During the reconsideration process, the material under review will remain out of circulation until a decision has been reached. A list of all items being reconsidered and their status within the Reconsideration process will be available on the library's website. Please note, the *Request for Reconsideration of Library Materials* form, accompanying materials and any written responses to the Reconsideration become part of the public record.

A *Request for Reconsideration form* will not be considered if it does not comply with the existing board-approved Collection Policy, which is available for review on the PCLS website. If a title has previously been reconsidered, the decision rendered will remain in place for exactly (1) one year. After such time has passed, the Board must approve by majority vote to proceed with a newly submitted Reconsideration Request of the material.

Throughout this reconsideration process, all parties involved will adhere to the following:

### **Guiding Principles**

- Libraries provide materials reflecting differing points of view, and the library's mission is to provide access to information.
- Proviso 27.1 – Providing age-appropriate Material to Minors, will be followed in every reconsideration case.
- Community members have the right to express concerns about library resources and expect to have their concerns taken seriously.
- Any communication from petitioner regarding the review that includes abusive, defamatory, menacing, or intimidating statements, as defined within the Library's Code of Conduct, will terminate the reconsideration process. Alleged violations may be submitted to the library Board for review by public, staff, or Board members.

### **Factors for reconsideration of a material that will not be considered by the Board:**

- A request that calls for moving a book or item to a section of the library that does not exist.
- A request to remove materials from the adult section of the library.

### **Reconsideration of Library Materials Procedure**

- 1) Petitioners submit a completed *Request for Reconsideration form* to Department/Branch Manager. The Department Head/Branch Manager will verify the form is complete and fill out the staff portion of the form with location, staff initials, and date received.
- 2) The Department/Branch Manager will scan the *Reconsideration Request form* and email it to the Library Director. The original form will be sent to the Library Director via interoffice mail.
- 3) The Department/Branch Manager will send the petitioner an acknowledgement that the Reconsideration Request form has been received. A copy of the *Review of Library Materials Policy and Procedures* will be enclosed.

*\*\*The above (3) steps for the Reconsideration of Library Materials Procedure should take a total of (5) days.*

- 4) The Library Director will select a professional librarian to conduct an independent review of the library material. This individual may consult and rely upon the standards stated in the board-approved *Collection Policy*. The librarian will provide their individual recommendation to the Director, after doing some research using expert sources and reviews. The director will consider this recommendation along

with the *Collection Policy* and make final decision which will be emailed to the petitioner within (10) days of receipt of their initial request.

5) If the petitioner is not satisfied with the decision of the Director, they may appeal the decision. To initiate this appeal, the petitioner must send a written notice of appeal to the Director within (10) business days of receiving the decision from the Director. The Director will send petitioner a written notice of receipt of the appeal within a timely manner. Appeals should include additional information explaining why they disagree with the decision of the Director. The Director will then gather all the information together and send to the Chairman of the Board to be added to the next board meeting's agenda.

Before the meeting at which the review will be discussed, the following information will be provided to the Library Board:

- Copies of the *Reconsideration Form* and accompanying materials
- Manager's review documents
- Decision of Manager and Director in writing
- *Collection Policy*
- *Review of Materials Policy* with Guiding Principles and Procedures
- Any other pertinent materials

Written notice of the Library Board's final decision will be sent to the petitioner within (7) days of the meeting date. The decision of the Library Board is final.

## LIBRARY CARD

Library cards may be obtained free of charge by any resident or business of Pickens County. Residents within our reciprocity area may also obtain a free card as long as he or she is in good standing with his or her own county. Children of all ages may have a card of their own. A parent must be present and in good standing to get a child's card of anyone under the age of 18. The parents current ID and address verification is required.

### LOAN PERIODS

- DVD's and magazines are checked out for 7 days.
- New books, audio books and CD's, and caregiver bags are checked out for 14 days.
- All other books are checked out for 28 days.

Caregiver bags must be checked out on an adult card.

Items may be renewed twice as long as there is no waiting list.

**You may have a total of 25 items on a card; however, there are some limits:**

• New Books	10 per card
• DVD's	10 per card (Youth card = 3)
• Audio	10 per card
• Holiday Books	<b>10 per card</b>
• Caregiver Bags	2 per card
• Magazines	3 back issues per card

### FINES

• DVD's	\$0.50 per day per video; max of \$5.00 each
• Caregiver Bags	\$1.00 per day per bag; max of \$10.00 each
• Other Materials	\$0.10 per day per item; max of \$5.00 each