

BOARD OF TRUSTEES MEETING MINUTES
NOVEMBER, 2014
Lamar Branch November 19, 2014

OPENING OF REGULAR MEETING

The meeting was called to order by the Chairman Bobbi Gardner at 5:00 p.m. A quorum was met with the following members present: Warren Arthur, Bobbi Gardner, Gail Gandy, Leslie Pemberton, Elaine Reed, Anne Baldwin.

The following visitors were present and recognized: Carol Hardee, Darlington Branch Manager; Audrey Tripp, Hartsville Branch Manager, Charlene McDonough, Society Hill Branch Manager, and our host, Sherry Humphries, Lamar Branch Manager.

CONSENT AGENDA

A motion was made by Anne Baldwin and seconded by Leslie Pemberton and was carried to approve the proposed agenda with the addition of New Business – property acquisition.

A motion made by Anne Baldwin and seconded by Gail Gandy and was carried to approve the September minutes.

FINANCIAL REPORT

Jimmie Epling, the Director, stated we should have 50-60% remaining in each line item. He stated there is a large encumbrance in office supplies (61600), and he discovered incorrectly coded receipts in janitorial supplies and travel and training lines.

DIRECTOR'S REPORT

The Director's report included the following:

- A. Scream on the Square was a success. The Darlington Manager, Children's librarian and he gave away bookmarks with lollipops attached.
- B. We have a new supply of books for the Welcome Baby bags. The first order has been given away to new Mothers and their babies.
- C. Circulation has increased since June. He cited the reason could be the new borrowing limits or better purchasing strategies.

BRANCH MANAGER'S REPORT

Sherry reported that the construction crew is ready to break through the wall next week. The staff has been busy packing up the collection in preparation for storage while the main part of the library is under construction. They will suspend programming in December and move services to the smaller community room during this phase of construction.

COMMITTEE REPORTS

No Committee reports.

UNFINISHED BUSINESS

- A. Lamar Update – Library Director, Jimmie Epling reported the construction project is on schedule. The contractor predicted the wall punch through after Thanksgiving. The Lamar Branch has a scheduled Friends program on Monday. He proposed closing on Tuesday, Wednesday and Saturday so that everything could be boxed up and the internet and phone lines could be moved to the community room. The prisoners will be scheduled to move the packed boxes to storage. The branch will reopen with limited services – DVDs and new books from the Board Room. There is a meeting tomorrow with the furniture company, architect, Jimmie and Sherry to finalize the furniture order.

- B. Strategic Plan Update – Value statements based on what we talked about and some from other libraries (Seattle, Salt Lake City) were handed out. Jimmie requests that you read over this draft and decide if it included the values, mission, and goals that you want to support going forward. The staff will develop objectives and put together a plan on how to accomplish the vision goals. Leslie felt there should be items included that would test us a little more than what was in this draft. She also felt there should be a vision beyond the three year scope. We will come back with objectives and talk over a final version in the January meeting.

NEW BUSINESS

- A. Lamar Closing Period – The Director is asking for permission to close the branch as needed to keep staff and customers safe during construction. He is requesting permission to close up to 12 days in the next two months as needed. The exact dates are not known at this point. They will develop based on the construction schedule. Elaine Reed moved that Jimmie be allowed to close the branch up to 12 days as construction demands, seconded by Warren Arthur and approved. The patrons of Lamar are free to use any library in the county or any of the other libraries in the consortium at any time.

- B. Holiday Dates – The library will be closed the same holidays as the Courthouse. At this point County Council has not discussed a Holiday calendar for 2015, so the proposed closings are for the holidays as 2014. The 4th of July falls on a Saturday. We are expecting the county to close the 3rd and the weekend for the holiday if they take something different, we will adjust our schedule accordingly. The staff in service day will be October 12th, Columbus Day. Anne Baldwin made a motion that the slate of closings be accepted, Gail Gandy seconded and the motion was approved by all.

- C. The meeting schedule for 2015 was handed out as information.

- D. Acquisition of Property Adjacent to the Darlington Branch – Jimmie and Mayor Tony Watkins met with Mary Demetrius to discuss the conveyance of the

property that fronts North Street to the Library. In 1986, the Library purchased the property it sits on from the foundation represented by Mary Demetrius. In order to expand or change the footprint of the current building, we would need the property being discussed. The property is valued at \$8,700 and the proposal is the Library would pay closing costs and the property would be given to us. The motion was made to authorize Jimmie to go pursue accepting the donation of land that would become county property by Warren Arthur and seconded by Elaine Reed.

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING – Strategic Planning

EXECUTIVE SESSION - None

ADJOURNMENT

A motion carried to adjourn the meeting at 6:10 p.m.

Respectfully Submitted