

DARLINGTON COUNTY LIBRARY SYSTEM
204 North Main Street, Darlington, SC 29532

BOARD OF TRUSTEES MEETING
Society Hill Branch March 20, 2013

MINUTES – FEBRUARY, 2013
BOARD OF TRUSTEES MEETING

OPENING OF REGULAR MEETING

The meeting was called to order by Chairman Ken Hughes at 5:00 p.m. A quorum was declared with the following members in attendance: Elaine Reed, Bobbie Gardner, Juanita McFarland, Anne Baldwin and Ken Hughes. Absent were: Warren Arthur, Janelle Davis and Pearl Jeffords.

The following visitors were present and recognized: Audrey Tripp, Hartsville Branch Manager; Charlene McDonnough, Society Hill Branch Manager and Carol Hardee, Darlington Branch Manager.

CONSENT AGENDA

A motion was made by Elaine Reed to accept the agenda, and Anne Baldwin seconded the motion. Motion carried.

The January minutes were approved as submitted with two changes.

FINANCIAL REPORT

The Director, Jimmie Epling, called attention to page seven of the budget report where it showed that the item for books and periodicals was over budget, however because everything has been encumbered, it is now one percent under budget. We are in good shape for the remainder of the year. He also stated that he visited the County Roads and Bridges office to look at examples of how they keep track of their finances, because he is looking at ways to keep a better track of the Library's finances. He hopes to have a system in place by July 1st when the new budget goes into effect. The report was received as information.

DIRECTOR'S REPORT

The "Have a Heart" Food for Fines Program proved to be very successful. Jimmie Epling, the Director, appeared on local TV and articles were printed in the local newspapers regarding the program. The patrons were very grateful to have been able to bring in canned goods so that their fines could be forgiven. As of today, more than \$3,000 in fines has been forgiven. The food was donated to the Lord Cares Ministry in Darlington and Hartsville Interfaith Ministries Food Bank in Hartsville. Ken Hughes, the Chairman, stated that "Food for Fines" was a good idea and has been successful at each branch. He also stated that it should increase circulation.

LIBRARY REPORT

Carol Hardee, Darlington Branch Manager, stated that the staff is helping rearrange some of the shelves by shifting books around and weeding out the collection because they need more shelf space. They plan to rearrange some furniture also. Charlene McDonnough, Society Hill Branch Manager, stated that circulation is increasing. She said that she is waiting for the new staff member to report to work. Tutors are coming in after school and using the study room. Many patrons called on the first day of the "Food for Fines" drive for information. Audrey Tripp, Hartsville Branch Manager, stated that things are going well at the library.

COMMITTEE REPORT

The Budget Committee met and Elaine Reed, a member of the Budget Committee, stated that the Director, Jimmie Epling did an excellent job in helping the committee understand the Budget report and he will give the report during unfinished business.

UNFINISHED BUSINESS

Jimmie Epling received the forms to complete the budget for 2014. He stated that much of the budget is completed by the staff at the county office. The portion that the Director and the Library Board were required to complete was submitted to the county office on February 5, 2013. The budget is about ½ percent higher than last year. Bobbie Gardner made a motion to approve and accept the preliminary budget that was submitted. It was seconded and motion carried.

LAMAR UPDATE

The Director stated that five (5) responses to the RFQ were received. Sherman Dibble wants to meet with the committee soon and they will use a scoring sheet to decide which three (3) candidates to bring in for an interview. One (1) will be chosen from the top three.

NEW BUSINESS

None

PROPOSED AGENDA ITEMS

None

A motion to adjourn was made by Anne Baldwin and seconded by Elaine Reed. Motion carried. The meeting was adjourned at 5:38 p.m.

Respectfully submitted,