



BOARD OF TRUSTEES MEETING
Darlington Branch February 19, 2014

MINUTES – FEBRUARY, 2014
BOARD OF TRUSTEES MEETING

OPENING OF REGULAR MEETING

The meeting was called to order by Chairperson Anne Baldwin at 5:00 pm. A quorum was met with the following members present: Warren Arthur, Anne Baldwin, Bobbi Gardner, Janelle Davis, Leslie Pemberton, and Elaine Reed

Members absent were Juanita McFarland and Pearl Jeffords

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

CONSENT AGENDA

A motion was made by Bobbi Gardner and seconded by Warren Arthur to approve the December (due to the lack of a quorum for the January meeting) and January minutes and the motion was accepted.

A motion made by Janelle Davis and seconded by Warren Arthur was carried to accept the agenda as written.

FINANCIAL REPORT

Jimmie Epling, the Director, stated nothing unusual has taken place. We continue to be on track for this year. He did indicate that there are some accounts that haven't had any moneys spent from them as yet. Otherwise, we are on course.

DIRECTOR'S REPORT

The Director's report included the following:

1. The Welcome Newborn Bags are ready to be distributed. The director brought one in for the board's review. A public announcement will be scheduled.
2. The grant to allow you to research your family history is operational. The genealogy classes are ready. Seven classes will be held beginning March 18th thru July 12th. The Darlington County Historical Commission will host one class which will be the second class. The Old Darlington District Chapter of the SC Genealogical Society will host two classes which will be the 3rd and 4th classes. The Darlington County Library System will host the remaining classes.

3. The staff In-Service Training Day was cancelled due to the days the Library was closed due to inclement weather. The director asked the Board to approve a new date for the staff in-service training day.
4. The Fines Amnesty project is proposed for the month of April with the name, "Spring Fresh Start".
5. Staff Updates – Liz Davis was hired as the new Darlington Children Librarian. She was the Lamar Children Librarian. As a result, the Lamar position is open and needs to be filled. Longtime employee, Willie Mae Byrd retired and the Darlington Custodian position is open. Tabitha Moorehead resigned as the Darlington Circulation Clerk and that position is open. Martha Brown was hired as the Assistant Branch Manager at the Hartsville Branch. The staffing changes in Hartsville created an opening for a circulation clerk part time.
6. Public Library Association Conference is March 11th-15th in Indianapolis, IN. Director Jimmie Epling plans to attend. He was also accepted to participate in a preconference session on innovation in libraries. The State Library will pay for the preconference session from funds remaining from the grant to attend the Directors' conference last year in Chicago.

BRANCH MANAGER'S REPORT

Carol Hardee, Darlington Branch Manager reported that the January book display got a lot of attention. During the January AMC sessions, card games tournaments were held and a two part movie was shown. The participation was great; 15 teens the first night and 17 the second night. Domino's Pizza donated pizza and a patron brought cupcakes. We will miss two good employees, Willie Mae Byrd, the custodian, and Tabitha Moorehead, the circulation clerk.

COMMITTEE REPORTS

The Director presented the report from the budget committee meeting. County Council approved the \$75,000 for the matching funds of the \$150,000 donation from Drs. Bruce and Lee for the Lamar project for the last two years. The \$75,000 match must be requested each year. He also explained that the \$75,000 in the new budget was distributed among other budget items; two in particular are \$40,000 in Bldg/constr//ren/repair and \$15,000 in repair/replace computers. It was also stated that monies not used stay in the Library Reserve Fund. Use of Library Reserve Funds must be approved by County Council before we can use them. A suggestion to look into using cloud computing rather than servers was proposed. It may prove to be more cost effective.

A motion made by Janelle Davis and seconded by Warren Arthur was carried to accept the Budget Report.

UNFINISHED BUSINESS

Lamar Update – Branch Manager, Sherry Humphries reported that the architect has scheduled a meeting with the engineers and they will set up a meeting next week to review the final plans and drawing. Sherry has arranged with the Church next door to use the building for the summer reading program since the construction / renovation will not be complete in time for the reading program to start.

NEW BUSINESS

A “Spring Fresh Start” Fines Amnesty Project – A motion made by Warren Arthur and seconded by Elaine Reed was carried to approve the “Spring Fresh Start” Fines Amnesty Project.

B. Staff In-Service Training Day – A motion made by Bobbi Gardner and seconded by Janelle Davis was carried to approve the Staff In-Service Training Day on March 24, 2014.

C. Darlington County Library Board By-Laws Revision – After discussion of what the changes should be to the by-laws: a first reading was done of the new By-Laws concerning attendance, regularity of meetings and electronic meeting attendance.

I. If a board member has three unexcused consecutive absences, the appointing county council member will be notified and asked to appoint a replacement member.

II. The Darlington County Library Board’s regularly scheduled meetings will be held bi-monthly: The meetings will be in January, March, May, July, September, and November.

III. A Board member may participate in a board meeting by electronic means, including current and future audio and/or video means.

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING

None

EXECUTIVE SESSION

A motion made by Bobbi Gardner and seconded by Janelle Davis was carried to go into executive session. No action was recommended from the executive session.

ADJOURNMENT

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

Respectfully submitted,