



BOARD OF TRUSTEES MEETING
Society Hill Branch March 19, 2014

MINUTES – MARCH, 2014
BOARD OF TRUSTEES MEETING

OPENING OF REGULAR MEETING

The meeting was called to order at 5:05 p.m. by Chairperson Anne Baldwin. At that time, there was not a quorum in attendance. Warren Arthur arrived at 5:25 p.m. With the Board having only 7 members due to the resignation of Pearl Jeffords, it was determined there was a quorum with the following members present: Bobbi Gardner, Janelle Davis, Anne Baldwin, Warren Arthur

Members absent were Juanita McFarland, Leslie Pemberton, Elaine Reed.

Member Pearl Jeffords was not present as she had submitted her resignation via e-mail to Director Jimmie Epling at 6:46 a.m. on March 19th.

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

CONSENT AGENDA

A motion was made by Janelle Davis and seconded by Bobbi Gardner to approve the February minutes and the motion was accepted.

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

FINANCIAL REPORT

Jimmie Epling, Library Director, gave the financial report. We are currently on track with our budget. There will be extra funds from the State Library and staff is still exploring the best expenditure for that windfall.

DIRECTOR'S REPORT

The Director's report included the following:

1. He has produced a statistics sheet for usage in 2013.
2. Staff in-service day will be held on March 24th at the Lamar library. We will be recognizing part time staff with at least five years of service. The program will focus on how we can provide the best experience for our patrons. All staff will be able to help us shape our future.

3. The genealogy program in Darlington had 10 participants and the program in Hartsville had 3 participants.
4. Coker College's Library and PR Department has produced a schedule of the programs the Library and Coker College are holding as part of the 150th anniversary of the Civil War. Coker received a \$1500 grant for programming and the Darlington County Library System received \$500. Each location will have a display during April and will host programming.

BRANCH MANAGER'S REPORT

Charlene McDonough, Society Hill Branch Manager, reported that the storms of February did not result in any more water damage to her building. She acknowledged that the circulation statistics for February were "terrible" and that staff is working extra hard in March to turn that around. The Library received a donation of a beautiful painting of the Presbyterian Church in Society Hill. The picture had been commissioned by a local woman that died before the painting was completed. The artist framed and attached a display light to the picture before making the donation.

COMMITTEE REPORTS

No committee reports

UNFINISHED BUSINESS

Lamar Update – The new addition's construction will be delayed so that soil borings to determine current conditions can be done at the site. The County Administrator Dale Surrent felt they needed to be done to ensure trouble-free construction.

NEW BUSINESS

- The Library Director received the formal resignation of Board member Pearl Jeffords of the 5th District in Darlington. With her position being vacant, the members needed for a quorum is reduced to 4.
- Second reading of the By-Law changes.
 - On Article 3 section 1, "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."
Warren Arthur moved to approve second reading, Bobbi Gardner seconded.
 - Discussion: what is an unexcused absence? If you are aware that you are not going to make a meeting, the Board member is to inform the Director of the library system of their planned absence in a timely manner. Excused absences may include issues relating to family, medical, and work. If the Library Director is unaware that you will miss a meeting, you will be considered unexcused.
 - Article 3 section 6 – A quorum of a majority of the current members of the Board of Trustees will be established for a meeting by attendance either in person or by electronic means. A Board member may participate in a board meeting by electronic means, including current and future audio and/or video means.

A motion to amend the original amendment with the addition of the first statement concerning a quorum was made by Warren Arthur and seconded by Bobbi Gardner.

- On Article 3 section 6, “If a board member has three unexcused consecutive absences, the appointing County Council member will be notified and asked to appoint a replacement.
 - a. Notify the Library Director when you cannot attend a scheduled meeting.
 - b. Acceptable excused absences are issues relating to family, medical, and work.

Warren Arthur moved to amend the original amendment by adding subsections A and B, seconded by Janelle Davis.

- Second reading of all three amendments was approved by all Board members in attendance.

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING

None.

EXECUTIVE SESSION

None.

ADJOURNMENT

A motion carried to adjourn the meeting at 5:55 p.m.

Respectfully submitted,