



**BOARD OF TRUSTEES MEETING**  
Hartsville Branch May 21, 2014

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**MINUTES – MAY, 2014**  
**BOARD OF TRUSTEES MEETING**

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**OPENING OF REGULAR MEETING**

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

Members absent were: Jenelle Davis

The following visitors were present and recognized: Carol Hardee, Darlington Branch Manager, and Charlene McDonough, Society Hill Branch Manager.

**CONSENT AGENDA**

A motion made by Leslie Pemberton and seconded by Bobbi Gardner and was carried to approve the April minutes.

A motion made by Leslie Pemberton and seconded by Warren Arthur and was carried to accept the amended agenda that deleted the library report as the Hartsville Branch report was presented at the April meeting.

**FINANCIAL REPORT**

Jimmie Epling, the Director stated we continue to be on track for this year. He moved \$5,000 from line item 64000 (locals funds for books and periodicals) into the 43100 budget line (Repair/Replace Computers) to purchase more computers for Darlington. This was made possible by the Library receiving an additional \$15,000 in State Aid (64100) for books and periodicals. He further stated that he will probably have to move more moneys around to cover things like office supplies. Otherwise, we are on course.

**DIRECTOR'S REPORT**

The Director's report included the following:

1. Food for Fines project went well, but not as successful as last year. He attributed the low response to less advertisement.
2. The 150th Civil War Anniversary exhibit is still up. Attendance is at the programs was low. The exhibit is displayed at the Hartsville Library.
3. The Genealogy classes are going very well. Approximately 7 to 14 people attending. There are 13 lap tops available for use. Patrons must use the Library's network to access Ancestry.com free of charge. The Library's subscription is \$2,500 per year.

4. A summer reading program will be operating in all libraries. Children may earn special STEM badges for their participation in science, technology, engineering and math activities.
5. Promotional pens were ordered with the Darlington County Library System logo and web address.

### **LIBRARIAN'S REPORT**

Hartsville Branch report given at the April meeting.

### **COMMITTEE REPORTS**

The Nominating Committee submitted the following officers for 2014–2015: Chairperson – Bobbi Gardner, Vice Chair – Leslie Pemberton, Secretary – Elaine Reed. The Board voted to accept the officers submitted for 2014-2015.

### **UNFINISHED BUSINESS**

A. Lamar Update – Library Director Jimmie Epling stated the Geological Exploration report was completed and is available for review. Three contractors attended the pre- bid meeting with the architect. All bids must be submitted at the courthouse by June 3, 2014. Expected time to begin construction is July, 2014.

### **NEW BUSINESS**

A. Schedule of Charges – A motion was made by Elaine Reed and seconded by Warren Arthur and was carried to approve the Schedule of Charges and Borrowing Standards Policies as presented by the Library Director. The Board added that the administrative decisions regarding the borrowing policies remain with management.

B. Fiscal Year 2015 Budget – County Council unanimously approved the second reading of the budget.

C. Darlington County Library Board Recruitment – Letters were sent to County Council requesting them to make the appointments for the vacant seats on the board held by Pearl Jeffords who resigned, the late Juanita McFarland, and Jenelle Davis whose term is expiring. Councilman Le Flowers asked that the directors send recommendations for the vacancy in his district.

D. Meeting Room Policy – Use by For-Profit Groups – Board asked the Library director to develop the policy and bring it to the board for review and approval.

E. Long Range Plans – The Darlington County Library system received \$2,500 from the State Library for long range planning. The Director would like to use the money to contract with a consulting company to develop a strategic plan that will help in determining upgrades for the Darlington branch. A motion was made by Warren Arthur and seconded by Elaine Reed and was carried to approve the Director's request for use of the \$2,500. The Director added that 95% of the current strategic plan which covers 2012-2015 is complete.

### **PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING**

None

**EXECUTIVE SESSION**

A motion was made by Warren Arthur and seconded by Elaine Reed and was carried to approve to go into executive session at 6:10 p.m. A motion was made by Warren Arthur and seconded by Elaine Reed and was carried to approve to come out of executive session at 6:35 p.m. No action taken.

**ADJOURNMENT**

A motion carried to adjourn the meeting at 6:35 p.m.

Respectfully submitted.