
BOARD OF TRUSTEES MEETING MINUTES

MAY, 2015

Hartsville Branch May 20, 2015

OPENING OF REGULAR MEETING

The meeting was called to order by the Chairman Bobbi Gardner at 5:02 p.m. A quorum was met with the following members present: Warren Arthur, Bobbi Gardner, Gail Gandy, Elaine Reed, Ann Baldwin, and Carolyn Marine

The following visitors were present and recognized: Gwen Robinson, Darlington Branch Manager; Audrey Tripp, Hartsville Branch Manager; Charlene McDonnough, Society Hill Branch Manager; and Sherry Humphries, Lamar Branch Manager

CONSENT AGENDA

A motion was made by Ann Baldwin and seconded by Elaine Reed and was carried to approve the proposed agenda.

A motion made by Gail Gandy and seconded by Warren Arthur and was carried to approve the March minutes.

FINANCIAL REPORT

Jimmie Epling, the Director, reported that the library funds received from tax payments go into a separate numbered bank account for the Library. After meeting with the County Administrator, the budget as approved by the Board needed to be adjusted with more funds being directed to Healthcare Coverage for staff. A revised budget was distributed. We must budget for a 32% increase in healthcare costs. In the current budget, amounts in line items that were not used or likely to be needed were transferred to cleaning supplies and office supplies.

DIRECTOR'S REPORT

The Director's report included the following:

- Subcontractors for the Lamar branch expansion have not been paid so some funds are being carried over to ensure the funds necessary are available.
- Long range plans – short and long versions were distributed. The Short version gives the highlights the long version contains the details of the plan. Darlington Branch renovations being completed in year 1 is thanks to the volunteer efforts of the Cornerstone Baptist Church. Fifty to seventy people helped strip wallpaper and paint. They built a wall in the new children's section and moved shelving, books, and computers. Security cameras, costing \$3,000, were installed by volunteers. We can add more cameras so that the outside can also be observed.
- Technology Plan required by the State Library requires the Board President's signature and is ready for submission.

- Eastern Carolina Foundation in Florence allows organizations to establish a fund or funds under their umbrella for such purposes as planned giving, continued care of the park, etc.
- Calhoun County Library asked the Darlington County Library System to be a partner for writing and e-publishing workshops across the state.
- Online magazines through Flipster (EBSCO) will soon be available. We have selected a variety of titles to appeal to all interests. The annual cost is approximately \$7,000. Universal Class has been purchased at the introductory rate of \$1,500 for the first year. Courses can be used for continuing education credits, training for new job duties, etc. There is no charge for the public.
- We have open positions in Darlington, Lamar, and Hartsville.

BRANCH MANAGER'S REPORT

Audrey reported that the Friends raised approximately \$1,400 from their book sale. The Library and Black Creek Arts Center are now accepting submissions for the 8th annual Carolinas photography contest. The exhibit opens on June 4th with a gallery crawl. Visitors vote for their favorite, People's Choice, at both locations that evening. Staff is busy getting things lined up for summer reading. Audrey reported she is busy ordering extra copies of titles assigned by the High Schools and all levels of South Carolina nominee titles.

COMMITTEE REPORTS

No Committee reports.

UNFINISHED BUSINESS

NEW BUSINESS

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING – None

EXECUTIVE SESSION – None

ADJOURNMENT

A motion carried to adjourn the meeting at 6:01 p.m. (Warren, 2nd Elaine)

Respectfully Submitted