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**BOARD OF TRUSTEES MEETING**  
Darlington Branch June 18, 2014

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**MINUTES – JUNE, 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 p.m. 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; Audrey Tripp, Hartsville Branch Manager; Sherry Humphries, Lamar Branch Manager; and Charlene McDonough, Society Hill Branch Manager.

**CONSENT AGENDA**

A motion was made by Warren Arthur and seconded by Leslie Pemberton and was carried to accept the agenda.

A motion made by Leslie Pemberton and seconded by Warren Arthur and was carried to approve the May minutes.

**FINANCIAL REPORT**

Jimmie Epling, the Director, stated he shifted moneys between budget lines for additional year end purchases. The last day to submit a purchase order request is 6/6/14. An additional \$3,500 was spent on office supplies and approximately \$19,000 was spent to replace HVAC units in Darlington and Lamar. Money was in the budget line for the HVAC replacements. About \$670 was spent by Darlington Branch to purchase books that appear on the Darlington high school reading lists.

**DIRECTOR'S REPORT**

The Director's report included the following:

1. The Genealogy classes had a total of 59 people participate. The Director demonstrated access to the web site for Ancestry.com. Must be physically at the library to access ancestry.com free of charge.
2. The Director also demonstrated access to the web site for the Summer Reading Program. The Library's web site has a list of the schools summer reading list. They can access the school list from the Library web site. About 950 children signed up last year for our summer reading program. Our goal this year is 1,000. Flyers have been

distributed advertising the summer reading program and the badges for participation in STEM program. The director explained the different activities of the STEM program.

#### **BRANCH MANAGER'S REPORT**

Carol Hardee, Darlington Branch manager, reported they are already ahead in circulation compared to last year. More are coming in and more things are being taken out. The Library's trusty robot from years ago was brought out, freshened up, and the children loved it. Liz Davis, our children librarian, is doing a great job in organizing programs and many of the children have received STEM badges.

#### **COMMITTEE REPORTS**

The Strategic Plan Library Oversight Committee – A meeting is scheduled for June 26, 2014 at the Hartsville Library with consultant Wilson Sims of Sims and Steele to form the Strategic Plan Oversight Committee. The committee will consist of all interested board members, 4 branch managers, representatives from the friends of the library, and the director. The purpose will be to identify persons to take the survey and a list of people to interview to formulate the strategic goals. Elaine Reed and Bobbie Gardner were appointed to attend meeting.

#### **UNFINISHED BUSINESS**

A. Lamar Update – Library Director, Jimmie Epling reported that there is a \$35,000 gap between the lowest bid and the amount budgeted. The lowest bid is \$300,000 and we are budgeted only \$265,000. To make up for the gap, the construction company indicated they could shave \$10,000 off their bid and the Friends of Lamar has a donation of \$7,000. The director went on to say that in the budget line for building construction and renovations, \$75,000 is set aside that may be used to cover the gap. A motion was made by Bobbi Gardner and seconded by Warren Arthur and was carried to authorize the Director, Jimmie Epling to start the process to access funds to cover the gap so the project can go forward.

B. Strategic Plan Update – The consultant provided the board with the model of the strategic plan they plan to use.

#### **NEW BUSINESS**

A. Fiscal Year 2015 Budget – County Council carried over the third reading of the Library's budget due to unresolved issues regarding county employee salaries in the General Fund budget. Another county council meeting is scheduled for June 26, 2014 to approve the third reading of the Library's and other county budgets.

B. Darlington County Library Board Recruitment – Gail Gandy submitted an application for the Society Hill Board seat. Bobbi Gardner and Anne Baldwin gave favorable comments on the Director's article in the "News and Press" regarding recruitment for the Darlington Library System Board.

#### **PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING - None**

#### **EXECUTIVE SESSION - None**

#### **ADJOURNMENT**

A motion carried to adjourn the meeting at 5:50 p.m.

Respectfully Submitted