



BOARD OF TRUSTEES MEETING
Society Hill Branch July 17, 2013

MINUTES – JULY , 2013
BOARD OF TRUSTEES MEETING

OPENING OF REGULAR MEETING

The meeting was called to order by Chairman Anne Baldwin at 5:05 p.m. A quorum was met with the following members present: Bobbie Gardner, Warren Arthur, Juanita McFarland, Leslie Pemberton (new board member), Elaine Reed, and Anne Baldwin.

Members absent were: Jenelle Davis and Pearl Jeffords.

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

CONSENT AGENDA

A motion, made and seconded was carried to accept the agenda as written.

June minutes were approved with corrections.

FINANCIAL REPORT

Jimmie Epling, the Director stated that the budget forms had been revamped for easy reading. The numbers reflected what had been given to him to start the fiscal year. No money taken out of the operating budget to cover the raises. There were no decreases shown anywhere.

DIRECTOR'S REPORT

The Director's report included the following:

1. Updated contact list to add new board member, Leslie Pemberton and to include email addresses and phone numbers.
2. Informed the Board of the Board membership changes that will occur in 2014 - two (2) are up for renewal and two (2) members will need to be replaced.
3. Statistical Comparison of the Branches – Comparison showed a decline in circulation, with Darlington Branch having the most significant decrease.
4. The Library Web Site update; photo album that has new photos of children activities from each branch.
5. The Summer Reading Program increased. 935 total; Hartsville - 475 and Lamar with 57 adults included.
6. Lamar Update – the architect fee is still under negotiation. Must have approval before contract is signed. It has been stated emphatically that the project total

amount is \$300,000 and no more. The architect has visited twice and indicated that he is trying to come in below the project total.

7. Advertisement for the new IT position has been posted. The two (2) employees directly impacted have been notified. An interview committee is needed. At present, only the Director and Audrey Tripp are on the committee. The Director suggested a committee of four to include an IT person.

LIBRARIAN'S REPORT

Charlene McDonough, Society Hill Branch Manager stated computer usage is up. Summer Reading Program is going strong. All programs are doing very well.

COMMITTEE REPORTS

None

UNFINISHED BUSINESS

A. Lamar Update – Jimmie Epling reported that the building committee is scheduled to meet on Wednesday, July 24, 2013 at 1 pm. The Board will need to vote on the recommendation of the architect before the next county council meeting. County Council meets on the 19th of August. A motion carried to reschedule our next board meeting to the second Wednesday in August instead of the third Wednesday. This will allow the Board to vote on the recommendation to County Council whether to approve the contract with architect, Michael Walker.

NEW BUSINESS

A. Grant Acceptance

“Created Equal” Film and Lecture Series

A motion made by Warren Arthur and seconded by Anne Baldwin carried to approve the grant for the “Created Equal” film and Lecture series. Coker College will be working with the library and providing speakers for this project.

Darlington County Memory Project

The Director stated that the State Library notified us that Darlington will receive a grant for Genealogy research that will include 10 laptops and data projector scanner. The grant also includes working with the Historical Commission and access to ancestry.com. Workshops will be held at each branch and open to the public. The Director further explained that since the grant provides for new laptops, the old ones will be made available to the patrons. Policy/guidelines will have to be established before disbursement along with Board approval.

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

Respectfully Submitted