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## **BOARD OF TRUSTEES MEETING MINUTES**

July, 2016

Society Hill Branch July 20, 2016

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### **OPENING OF MEETING**

- A.** The meeting was called to order by Chairman, Bobbie Gardner, at 5:01 PM. A quorum was met with the following members present: Bobbie Gardner, Leslie Pemberton, Warren Arthur, Gail Gandy, Elaine Reed, Carolyn Marine, Jennie Peze.
- B.** The following visitors were present and recognized: Sherry Humphries, Lamar Branch Manager; Charlene McDonnough, Society Hill Branch Manager; Kathryn Cress, Society Hill Circulation Clerk; Audrey Tripp, Hartsville Branch Manager; Gwen Robinson, Darlington Branch Manager; Christy Lamb, Administrative Assistant.
- C.** A motion was made by Leslie Pemberton, seconded by Gail Gandy, and carried to approve the agenda.

### **OPEN FORUM**

- A.** No members of the public requested to address the Board.

### **CONSENT AGENDA**

- A.** Approval of Minutes – Two corrections need to be made to the May minutes: New Business, subject A, last sentence “coincided” corrected to coincide; New Business, subject E heading, “hospot” corrected to hotspot. A motion was made by Leslie Pemberton, seconded by Gail Gandy, and carried to approve the May minutes with the aforementioned exceptions.

### **FINANCIAL REPORT**

- A.** The Library’s final budget total has not been provided by the County’s Finance Department. The \$1,353,585 budget approved by County Council does not include the approximately \$80,000 of carry over set aside for replacing the carpeting at the Hartsville Branch. Once the amount to be carried over from FY 2015-16 is known, an official budget will be presented. The budget includes \$103,000 in State Aid.

### **DIRECTOR’S REPORT – The Director’s report included the following:**

- A.** There is \$15,000 more in the materials budget due to an increase in State Aid. This has resulted in a real dollar increase in the materials allocation for all branches. Percentage-wise, the Hartsville Branch received the largest allotment of these additional funds.
- B.** No personnel updates are provided. Personnel issues will be discussed in Executive Session.
- C.** Pokemon GO!, a mobile game app, was released on July 6<sup>th</sup> and it’s exploded in popularity. Pokemon GO! compels players to get active by visiting landmarks the

app has labelled “Pokestops” or “Gyms”. The Darlington Branch is a “gym” and the Hartsville branch is a “Pokestop.” This game app is giving people yet another reason to visit their library!

- D. In June, we celebrated the retirement of Marjorie Reason. She was with the system for over 42 years. A custom made plaque was designed by the Darlington staff. A commemorative plate was placed on a restored stamped tin ceiling tile from the Carnegie library building where she began her career. The tile was mounted on a plaque made from wood taken from the circulation desk in the new building behind which she worked the last part of her career.
- E. Bobbie Gardner noted the May and June circulation numbers in Lamar were over 4,000. She is proud to see such an increase at the Lamar branch. She sadly acknowledged Sherry Humphries, Lamar Branch Manager, will be retiring in August.

**HOST BRANCH MANAGER’S REPORT** – Charlene McDonnough, Society Hill Branch Manager

- A. Charlene McDonnough reported circulation is down, but attendance is up. Two factors contributing to the fluctuations: Rosenwald’s Summer Feed and Byrdtown New Hopewell Church’s outreach. June was great, but July had slowed down because of the Summer Feed. Charlene reported she will be out for 6 weeks, beginning August, for surgery and recovery. Kathryn Cress was introduced to the Board. Kathryn Cress will prepare the monthly reports and fill in for Charlene during her absence.

**COMMITTEE REPORTS**

No committee reports.

**UNFINISHED BUSINESS**

No unfinished business.

**NEW BUSINESS**

- A. **BOARD OFFICERS** – A motion was made by Warren Arthur, seconded by Elaine Reed, and carried to approve the Board officers for 2017 remain the same: Bobbie Gardner, President; Leslie Pemberton, Vice President; Elaine Reed, Secretary.

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

None.

**EXECUTIVE SESSION**

A motion was made by Warren Arthur, seconded by Jennie Peze, and carried to approve the Board entering executive session at 5:26 p.m. A motion was made by Warren Arthur, seconded by Gail Gandy, and carried to approve the Board leaving executive session at 5:54 p.m.

**ADJOURNMENT**

A motion was made by Elaine Reed, seconded by Warren Arthur, and carried to adjourn the meeting at 6 p.m.

**Respectfully Submitted** Christy Lamb, Administrative Assistant