



BOARD OF TRUSTEES MEETING
Hartsville Branch August 14, 2013

MINUTES – AUGUST, 2013
BOARD OF TRUSTEES MEETING

OPENING OF REGULAR MEETING

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

Members absent were: Pearl Jeffords

The following visitors were present and recognized: Carol Hardee, Darlington Branch Manager, Charlene McDonough, Society Hill Branch Manager, Sherry Humphries, Lamar Branch Manager, and Audrey Tripp, Hartsville Branch Manager.

CONSENT AGENDA

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

July minutes were approved with corrections.

FINANCIAL REPORT

Jimmie Epling, the Director stated that the approval of purchase orders were not provided until July 26, 2013 which accounted for the low expenditures on the budget report. The quarterly system is much easier to track purchase orders and helps encumbrances from being held for months.

DIRECTOR'S REPORT

The Director's report included the following:

1. Over 900 children registered for the summer reading program. Read over 10,600 books. Next year, setting a goal of 1,000. Chairman Anne Baldwin praised him on how great this was.
2. Over 800 Magazine subscriptions. Branches biggest order to date.
3. Darlington County Library System will receive \$75,000 in State Aid. This is \$15,000 more than what was allocated last fiscal year. The Maintenance of Effort Agreement requires county governments to show their support of their Libraries. In 2012, Darlington County provided \$1 million; in 2014, Darlington County has budgeted \$1.2 million and the millage is 5.8809.
4. Attended meeting with Darlington County Elected officials. Given an opportunity to address the meeting. Made a presentation of the "Vision of the Darlington County Library system and distributed copies of the 2011 annual report. Response was very positive.

5. Update on hiring IT person – Jimmie Epling, Audrey Tripp and an IT person from the State Library will form the committee to interview applicants. Have several applications; however, only 3 have been selected to interview. 1 strong and 2 weak. Would like to have a larger pool from which to select. The interview is in 2 parts in which the applicant will have an opportunity to view our server room and type out questions from the site visitation. Last day for applications was 7/31/2013. Would like to have person on board by mid September.

LIBRARIAN'S REPORT

Audrey Tripp, Hartsville Branch Manager stated all programs are doing very well. Surprising turnout for the Teen Program; over 100 teens attended. Great turnout for the Summer Reading Program.

COMMITTEE REPORTS

None

UNFINISHED BUSINESS

A. Lamar Update – Jimmie Epling reported that Chairman Anne Baldwin, Bobbi Gardner, Sherry Humphries met with the building committee. No changes were proposed or presented. No surprises with the architect changes. The director explained that the architect outlined the types of changes that may occur with the building, but it will not affect the negotiated fee. The Director further stated that all questions were answered to the committee members' satisfaction. Chairman Anne Baldwin commented that they want to have everything settled before construction begins. The committee agreed to recommend architect Michael Walker for the Lamar Project.

NEW BUSINESS

Hiring of Architect Michael Walker -

A motion made by Bobbi Gardner and seconded by Jenelle Davis was carried to recommend to County Council to approve the contract with architect Michael Walker for the Lamar Project.

State Aid Agreement and Library Budget Form

The Darlington County Library System must submit a waiver request form from the State Library because the Library will not make the state minimum requirement for "Information Resources". The minimum requirement for "Information Resources" is at least 15% of the annual budget. Because of the need to set aside funds to match the Drs. Bruce and Lee Foundation grant for the Lamar Branch addition in Fiscal Years 2013 and 2014 (\$75,000 each year), the Library will not be able to make the minimum requirement.

A motion to adjourn the meeting was made by Warren Arthur and seconded by Jenelle Davis. The motion carried. The meeting adjourned at 5:50 pm.

Respectfully Submitted