



BOARD OF TRUSTEES MEETING MINUTES

September, 2016

Hartsville Branch September 21, 2016

OPENING OF MEETING

- A. The meeting was called to order by Chairman, Bobbie Gardner, at 5:04 p.m.. A quorum was met with the following members present: Bobbie Gardner, Gail Gandy, Warren Arthur, and Elaine Reed.
- B. Staff present and recognized: Jimmie Epling, Library Director, Audrey Tripp, Hartsville Manager, Michelle Wallace, Lamar Manager, Charlene McDonnough, Society Hill Manager.

OPEN FORUM

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

CONSENT AGENDA

- A. A motion was made by Warren Arthur, seconded by Elaine Reed to approve the agenda as submitted. Approved.
- B. A motion was made by Gail Gandy, seconded by Elaine Reed to approve the July 2016 minutes as submitted. Approved.

FINANCIAL REPORT

- A. We have not received any financials from the Courthouse for this fiscal year.

DIRECTOR'S REPORT – The Director's report included the following:

- A. Staff and the Director set up a table at the Florence Comic Con to showcase the Library's offerings that would appeal to attendees. Pictures were taken of participants holding a library item and those will be made into "READ" posters. A selection of posters were sent to the News and Press to be included with a column.
- B. The Children's Garden at the Darlington Branch has broken ground. Earth moving equipment is on site.
- C. The City of Hartsville is purchasing a building for Ed-Venture to bring a children's museum to town. It will be located across the alley from the Hartsville Branch Library.

HOST BRANCH MANAGER'S REPORT – Audrey Tripp, Hartsville Branch Manager

- A. The Friends have started their annual membership drive and a newsletter showcasing all the programs they influence or run was passed out.
- B. Martha Brown and I are halfway through the fourteen section training for US Passport acceptance officer. We hope to be able to offer this service to the public by mid-October. The Library will collect a \$25.00 fee for each application processed.

- C. A number of new programs for adults have been added to the library offerings, we have coloring, craft and starting next month “make it in miniature”.
- D. I attended ALA at the end of June and came back with some good ideas for programming and the YA book section. Over the summer, volunteers started working on identifying genres in the young adult books and creating labels. Eventually we will label the books and shift them so each genre has its own area.

COMMITTEE REPORTS

No committee reports.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

- A. Proposed pay increases (see executive session).

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING

None.

EXECUTIVE SESSION - ENTER

A vote for executive session to discuss staff compensation was made by Warren Arthur and seconded by Gail Gandy. The motion passed unanimously. Executive session began at 5:23 p.m.

EXECUTIVE SESSION - EXIT

A vote was made to exit session by Warren Arthur and seconded by Elaine Reed. The motion passed unanimously. Executive session ended at 6:05 p.m.

A motion was made by Warren Arthur and seconded by Gail Gandy to approve the salary increases proposed. The motion passed unanimously.

ADJOURNMENT

A motion was made by Warren Arthur and seconded by Elaine Reed and carried to adjourn the meeting at 6:10 p.m.

Respectfully Submitted

Audrey Tripp, Hartsville Branch Manager