



BOARD OF TRUSTEES MEETING MINUTES

September, 2017

Darlington Branch September 20, 2017

OPENING OF MEETING

- A.** The meeting was called to order by President, Warren Arthur, at 5:03 PM. A quorum was met with the following members present: Warren Arthur, Joanne Lee, Gail Gandy, Bobbie Gardner, Carolyn Marine, Jennie Peze, Vernessia Patterson, and Leslie Pemberton. Member(s) absent: None.
- B.** The following visitors were present and recognized: Joe Rice, Hartsville Branch Manager; Charlene McDonough, Society Hill Branch Manager; Gwen Robinson, Darlington Branch Manager; and Christy Lamb, Administrative Assistant.
- C.** A motion was made by Leslie Pemberton, seconded by Bobbie Gardner, and carried to approve the agenda.

OPEN FORUM

- A.** Bobbie Gardner would like it noted that she, "thinks Antonio Fernandez is doing a great job!"
- B.** Charlene McDonough reminds board members of the upcoming Murder Mystery Masquerade happening at the Society Hill Library Saturday, Oct. 28th at 5:30pm. Tickets are \$10 in advance and \$12 at the door. This is a fundraiser to add onto the meeting room. The Lamar Library will be holding a Mystery Theater Dinner on October 21st.

CONSENT AGENDA

- A.** Approval of Minutes – A motion was made by Gail Gandy, seconded by Carolyn Marine, and carried to approve the July minutes with the following amendment to the location: Lamar Branch.

FINANCIAL REPORT

- A.** The Library's first financial statement of the fiscal year indicates we are where we should be in our overall expenditures.
- B.** It is noted that line 43400 is overly extended. This is an error and the Finance Department has been made aware. Funds from the previous fiscal year were reserved and will be allocated to this line.

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

- A.** 3 Nails, a regional band, has been contacted for next year's Summer Reading Program. The theme of which is music.
- B.** The Library's picture was in the paper, the Lamar Branch had a mini-comic con the day before Florence's annual Comic Con. READ pictures were taken again. Staff attending this year's Florence Comic Con were Charlene McDonough, Diana

Williamson, Kelly Shull (Wonder Woman), Michelle Wallace (Harley Quinn), and Jimmie Epling. This marked the Library's 4th year attending. Our presence is an opportunity to showcase the collection and reach a new audience.

- C. The Library has subscribed to Comics Plus for three years. The funds used to subscribe to this online service came from unclaimed lottery funds we received in the last fiscal year. The three-year subscription terms enabled us to take advantage of a considerable discount. Before the end of its term, we will evaluate usage and determine continuing the service.
- D. The SCLA 2017 Conference is approaching. Several staff are attending.
- E. Robert Thomas has been banned from the Library for a term of six months. He has been a problem for some time now, going so far as threatening the staff. His most recent transgression was identity theft. There is a video recording and the computer card to which he signed his name. The police were notified. Mr. Thomas refused to accept the notice of trespass papers and they were mailed to him registered mail. A letter was received from Mr. Thomas with an accompanying attorney's card, Mr. John R. Etheridge Jr., who Mr. Thomas stated was his attorney. The six months expires at the end of October.
- F. The Voter's Registration Office was struck by lightning. In the same way, we were able to assist the Historical Commission and Recycling Center, we were able to help them by loaning the office an internet hotspot. Many of the Library's unconventional resources have proven to be valuable to other entities within the community.

HOST BRANCH MANAGER'S REPORT – Gwen Robinson, Darlington Branch Manager

- A. The staff was very happy to see the end of Summer Reading. It is a very busy time and we welcome the return to school and its routine.
- B. We have seen a lot of growth and positive feedback from a new outreach program we've started in collaboration with the Council on Aging.
- C. The American Sign Language program is coming to an end. There is a lot of interest in bringing other language courses to the Library. We are always in search of willing and committed volunteers to embark on the journey of transforming programming ideas into successful realities.
- D. One of our newer programs offered at the Library is a potluck club. Patrons prepare dishes from a cookbook or theme and gather together to feast on friendship and food. The Florence Morning News came to our first meeting and an article about it can be found on the front page of the paper. Where, surprisingly enough, we had over a dozen people in attendance. I could not be prouder of Kisha Gurley for volunteering her time to make this program a successful reality.
- E. The Friends of the Darlington Library will be holding their annual meeting Thursday, Oct. 12th. Elections for officers will be held. Lois Baldwin, President, will be stepping down after more than 10 years.
- F. New countertops have been installed in the public restrooms. My staff is composed of proactive, positive, and passionate people. It is the staff that makes so many things possible for the Darlington Branch. Tony Watkins has played a BIG part of making many of our ideas feasible. Director Jimmie Epling noted the renovations happening at Darlington branch have not escaped the notice of others.

COMMITTEE REPORTS

No committee reports.

UNFINISHED BUSINESS

No unfinished business.

NEW BUSINESS

- A. STRATEGIC PLAN 2018-2021** – Library Director, Jimmie Epling, recommended the board approve expending up to \$4,000, contingent upon receiving a grant from the State Library, to hire a consultant to aid in the development of a strategic plan for the Library covering 2018-2021. Last time the Library contracted with Sims and Steele Consulting of Asheville, NC, a company that specializes in non-profits but that is not library specific. We do qualify for some grant money; however, the grant only covers a portion of the expense. Jimmie Epling explained that to get the grant the library is to spend 34% of its own funds. Warren Arthur does not want to start over; he preferred updating our existing plan with the Library's mission in mind vs. commerce that converts our public library to a business. Leslie Pemberton stated that Vision Statement, Mission Statement, and Values are a constant and do not change, especially if they were good in the first place. Jimmie Epling stated that these factors need to evolve for the Library to stay relevant. Leslie Pemberton does not want to spend more; instead, she preferred we evaluate what we have point-by-point and the board will decide. It is decided that: Leslie Pemberton will contact an economical alternative to Sims and Steele Consulting; Jimmie Epling will prepare a packet in advance and send this information to the board members before November's meeting, so members will be prepared to discuss; 30 minutes will be reserved at the end of the November Board Meeting to review.

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING

None.

EXECUTIVE SESSION

None

ADJOURNMENT

A motion was made by Bobbie Gardner, seconded by Gail Gandy, and carried to adjourn the meeting at 5:43 PM.

Respectfully Submitted

Christy Lamb, Administrative Assistant