



BOARD OF TRUSTEES MEETING MINUTES

March, 2026

Lamar Branch March 18, 2026

OPENING OF MEETING

- A. The meeting was called to order by Vice President, Gail Gandy, at 5:05 p.m. A quorum was met with the following members present: Bobbie Gardner (attended remotely), Ken Hughes, Gene Norwood, Vernessia Patterson, Gail Gandy, JoAnn Lee (attended remotely), and Carol Hill.
- B. Member(s) absent: Barbara Carraway.
- C. The following visitor(s) attended and were recognized: Antoinette Fernandez, IT Manager; Kelly Shull, Lamar Branch Manager; and, the following member(s) attended remotely and were recognized: Christy Lamb, Administrative Assistant; Lynn Anderson, Society Hill Branch Manager; Martha Brown, Hartsville Branch Manager; Tracy Tuplin, Darlington Branch Manager.
- D. A motion was made by JoAnn Lee, seconded by Gail Gandy, and carried to approve the agenda with recommended changes: discussion of the South Carolina Public Library Proclamation.

OPEN FORUM

- A. **BOARD PACKET/MATERIALS** – Ken Hughes noted that board packets/materials are often received more than eight (8) days after mailing. He recommended distributing board packets/materials to each board member's respective branch for pickup to ensure timely receipt and reduce postage expenses. Library Director Jimmie Epling also suggested home delivery by Library personnel; however, branch pickup was the preferred option.

CONSENT AGENDA

- A. Approval of Minutes – A motion was made by JoAnn Lee, seconded by Gail Gandy, and carried to approve the January minutes.

FINANCIAL REPORT

- A. The Library is going into its fourth quarter with approximately 64% of its budget expended.
- B. The FY 2025 Financial Audit showed an increase of \$228,985 in the Library's fund balance. The total fund balance as of June 30, 2025 was \$2,239,475.

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

- A. Summer Reading and Learning Program swag and activities were shared with the board.
- B. A Staff In-Service Day tentative agenda was distributed to the board. A SCLENDS representative will provide an overview of the new system at the In-Service Day. The

afternoon training sessions will include the presentation of the Ryan Dowd training on “Unattended Children” (60 minutes) and “Backup - How Coworkers Should Provide Backup During Conflict” (30 minutes). Staff will be encouraged to take additional courses outside of in-service day.

- C. March 3rd through 5th was spent attending the South Carolina State Library’s Directors Retreat. The retreat was funded by the State Library and included lodging and meals. Key discussions focused on hiring practices and evaluation processes for both employees and contractors.
- D. The American Library Association’s National Library Legislative Day 2026 was an event for librarians from across the country to meet with their Federal legislators to champion library interests. While on the ground in DC as part of the South Carolina delegation, I visited the offices of Senator Tim Scott, Senator Lindsey Graham, and Pee Dee Representative Russell Fry. We discussed public library issues with their offices’ Legislative Assistants.
- E. All four Branches participated in a system-wide Pokémon-themed reading initiative celebrating the 30th anniversary of Pokémon. The program included reading challenges, themed activities, prize incentives, and community events across multiple branches. Participation was strong system-wide, with support from local Friends groups and community partner Firefly Toys and Games, which donated prizes and promotional items for participants.

HOST BRANCH MANAGER’S REPORT – Kelly Shull, Lamar Branch Manager

- A. Staff are enjoying the new 3D printer. The filament being used has proven to be stronger, more resilient, and offers greater versatility in color options. The Library is saving both time and money by 3D printing unique items for programming and promotional purposes.
- B. Mobility and stretching classes were temporarily canceled due to the instructor sustaining an injury.
- C. Staff and management are excitedly anticipating the installation of the new flooring.
- D. Youth Services Librarian Ann Beasley received an excellent response to the KPop Demon Hunters Party and Pokémon programming. Collaboration and teamwork contributed to these programs being well-attended and positively received throughout the county.

COMMITTEE REPORTS

None

EXECUTIVE SESSION

A. FY 2027 BUDGET – PERSONNEL

- a. A motion was made by Ken Hughes, seconded by Carol Hill, and carried to approve the Library Board entering executive session at 5:49 p.m.
- b. A motion was made by Ken Hughes, seconded by Gene Norwood, and carried to approve the Library Board exiting executive session at 6:17 p.m. No action taken.

UNFINISHED BUSINESS

None

NEW BUSINESS

- A. FY 2027 BUDGET** – A motion was made by Gene Norwood, seconded by Vernessia Patterson, and carried to approve the budget as proposed for FY 2027.
- B. BOARD MEETING TIME CHANGE** – A motion was made by Bobbie Gardner, seconded by JoAnn Lee, and carried to approve all Board meetings begin at 3 p.m. permanently, rather than only in the winter months of November and January.
- C. BOARD MEMBER TERMS** – A board member may serve an unlimited number of four year terms. A member's term expires at the end of the fiscal year, June 30th. Member terms expiring on June 30th: Gail Gandy (District 2).
- D. ELECTION OF BOARD OFFICERS** – According to Board bylaws, the Board must elect new officers in July. Traditionally, the Board has waited until its July meeting to select officers, as the membership of the Board will have been set with returning and new members by that meeting.
- E. SC PUBLIC LIBRARY PROCLAMATION** – South Carolina House and Senate Resolution (H 5041) "TO RECOGNIZE AND CELEBRATE THE HISTORICAL AND ONGOING CONTRIBUTIONS OF SOUTH CAROLINA PUBLIC LIBRARIES AND TO ENCOURAGE CONTINUED SUPPORT AND INVESTMENT FOR THE BENEFIT OF ALL THE PALMETTO STATE'S CITIZENS." The House presentation of the Library Concurrent Resolution celebrating the contributions of public libraries to South Carolinians will be presented March 25th in the House Chamber by Representative Chandra Dillard who sponsored it. Library Director Jimmie Epling will attend and encouraged board members to join him. A motion was made by Ken Hughes, seconded by Gene Norwood, and carried to approve a letter of appreciation be written to our delegation members.

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING

None.

REQUESTS/COMMENTS – MEMBERS OF THE BOARD

- A. GAIL GANDY** inquired about the status of Hartsville branch custodian, Anhelina Kostiuchenko. Work authorization delays caused by federal processing backlogs have been resolved, and she has returned to work.

ADJOURNMENT

A motion was made by Gene Norwood, seconded by Carol Hill, and carried to adjourn the meeting at 6:32 p.m.

Respectfully Submitted by

Christy Lamb, Administrative Assistant

BOARD OF TRUSTEES MEETING MINUTES

May, 2026

Darlington Branch May 20, 2026

NOTE: No meeting due to a lack of a quorum.