Darlington County Library System
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Locations
Darlington
Hartsville
Lamar
Society Hill

BOARD OF TRUSTEES MEETING MINUTES

September, 2026

Hartsville Branch September 16, 2026

OPENING OF MEETING

A. The meeting was called to order by President Gene Norwood, at 3 p.m. A quorum was met with the following members present: Ken Hughes, Vernessia Patterson, Gail Gandy, JoAnn Lee, Gene Norwood. Member(s) absent: Carol Hill, Barbara Carraway, Bobbie Gardner.

B. The following visitor(s) attended and were recognized: Martha Brown, Hartsville Branch Manager; Tracy Tuplin, Darlington Branch Manager; Antoinette Fernandez, IT Manager; and, the following member(s) attended remotely and were recognized: Christy Lamb, Administrative Assistant; Lynn Collins, Society Hill Branch Manager; Kelly Shull, Lamar Branch Manager.

C. A motion was made by Gail Gandy, seconded by JoAnn Lee, and carried to approve the agenda.

OPEN FORUM

A. None.

CONSENT AGENDA

A. A motion was made by Gail Gandy, seconded by JoAnn Lee, and carried to approve the July minutes.

FINANCIAL REPORT

A. An encumbered balance of $37,830 in HVAC REPAIRS/MAINTENANCE (budget Line 43400) was due to the replacement of one HVAC unit at the Darlington Branch.

B. A $17,737.19 expenditure in REPAIR/REPLACE COMPUTERS (budget line 43100) was for twelve public computers at the Hartsville Branch. This is one of three capital improvement projects using funds from the Library reserve.

C. A $4,089.60 expenditure in RE&MC/VEHICLES & EQUIPMENT (budget line 43700) was for the Library's van wrap. This is one of three capital improvement projects using funds from the Library reserve.

D. In MISCELLANEOUS GRANTS (budget line 89900), the Library received $12,217.97 to help fund the portable StoryWalk project.

E. The State Aid for Libraries is $2.75 per capita, with a minimum grant of $200,000 per library. Darlington County will receive $200,000. Looking ahead, in the coming State budget year a request will be made to increase the State Aid allocation by $0.25 per capita to $3 per capita and increase the minimum State Aid grant by $25,000 to $225,000. It is anticipated Darlington County will receive the $225,000 minimum State Aid grant in fiscal year 2028.

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

- **A.** The Darlington Library attended Power Comicon. Pictures and the bookmarks (created by Christine Shaw-Rittmeier) promoting upcoming programming were distributed to the Board. Staff present at the event were Library Director Jimmie Epling, Hartsville Youth Services Casey Ludwick, Darlington Circulation Manager Crystel Byrd, Darlington Circulation Clerk Carrie Meier, and Marketing Manager Christine Shaw-Rittmeier.
- **B.** The Library assisted Darlington County Maintenance Department by 3D printing condensation trays for the Administration Building's HVAC unit. The HVAC unit condensation trays were rusted, with holes. The HVAC unit is very old and replacement trays are not available.
- **C.** 1,040 individuals registered for the Library's 2026 Summer Reading and Learning Program this year, down 39 registrants from last year. While registrations were down, there were 420 who completed the program, an increase of 110 from last year.

HOST BRANCH MANAGER'S REPORT – Martha Brown, Hartsville Branch Manager

- **A.** Staff really enjoyed the Summer Reading and Learning Program this year. We had a lot of fun.
- **B.** The patrons, staff, and I are adjusting to SCLENDS and Director Jimmie Epling has been very patient and supportive of our questions and comments. He has done his best to get answers for us on a regular basis.
- **C.** We made bird feeders in August by recycling bottles and attaching them to 3D printed bases that the birdseed spilled out onto to feed the birds. The difficult part was making a macramé design for the cord that wrapped around the bottle to support hanging it outside. A completed bird feeder was shown to the board and thanks given to the director for his help in 3D printing the bases.
- **D.** October 2nd-4th, the Friends of the Hartsville Library will hold a Book Sale. Board members were invited to visit and peruse the diverse collection.

COMMITTEE REPORTS

- **A.** No committee reports.

EXECUTIVE SESSION

- **A.** None.

UNFINISHED BUSINESS

- **A. CAPITAL IMPROVEMENT PROJECT UPDATE**
  - **a. Hartsville Public Computers** – New public computers were installed at the Hartsville Branch. The old computers will be used to upgrade staff computers. Those remaining will be donated to the County. The County Administrator will determine their distribution among the departments.
  - **b. Van Wrap** – The van wrap has been completed. The van functions as a rolling billboard for the Library.
  - **c. Flooring for Lamar and Hartsville** – This project will go out for bid for both the Lamar and Hartsville branches.

d. Darlington Garage – The architect initially contacted at the recommendation of the Finance Department did not follow up on the project. This project is moving forward with possibly being placed on the State's procurement website.

B. SCLENDS Consortium Update – The learning curve for the new system is easing. The greatest surprise for Darlington and the other former Palmetto Consortium libraries upon entering SCLENDS was the sudden surge in Inter-Consortium Loans (ICLs). Darlington shared 799 items between July 23rd and August 3rd.

NEW BUSINESS

A. DEPARTMENT ON AGING'S DEMENTIA SPECIALIST OFFICE TO CLOSE – On July 20th, the Director received an e-mail from Amy Rushing, the Department on Aging's Pee Dee Region Dementia Care Specialist, stating her last day in the office would be Thursday, July 23rd. The Department on Aging was aware of Ms. Rushing's resignation but failed to follow-up with the Library. The office space has seen little use, with no programming offered, and no client visits. The Library is ending its arrangement with the Department on Aging; however, it will honor the current agreement's terms until the end of the year.

PROPOSED AGENDA ITEMS FOR THE NEXT REGULAR MEETING

A. None

REQUESTS/COMMENTS – MEMBERS OF THE BOARD

A. None.

ADJOURNMENT

A motion was made by Gene Norwood, seconded by Vernessia Patterson, and carried to adjourn the meeting at 3:52 p.m.

Respectfully Submitted
Christy Lamb, Administrative Assistant