

**Dorchester County Library
Board of Trustees Meeting
George H. Seago Branch Library
Summerville, SC
March 18, 2019, 7:00 PM**

Present: Bill Collins, Keturah Inabinett, Beth Sabine, Cassandra Manigault, Katherine Pemberton, Michelle Leviner, Jane Horton, Warren McCarl and Robert Antill.

No absences.

Guests: Brian Smith, Jennifer Smith, Jenn Gleber, Sherryl James, and Leslie Koller.

New Board members were **introduced and welcomed**. Michelle Leviner will fill the remainder of the term left by Eddie Crosby's resignation and Jane Horton was appointed to the Board by George Bailey.

The meeting was **called to order** by Chairman Bill Collins at 7:00 PM.

No correspondence was received. **No public comments** were offered.

Ms. Pemberton moved that the **January 28, 2019 minutes** be accepted as written. Ms. Inabinett seconded the motion and it passed.

Cassandra Manigault presented the **Business Report**. Total YTD income is \$3,186,697.28 with expenses being \$1,684,686.07. Ms. Sabine moved that the report be accepted, Dr. McCarl seconded the motion and it passed. The Revised and Condensed 2019-2020 Budget was presented for review. As of this date the County does not have a projection of the assessment therefore our figures are based on last year's. Some of the accounts have been consolidated for ease of understanding. In order to approve this with accurate figures we will meet on May 6, 2019 (a week earlier than our usual schedule) to approve this format and figures in time for Mr. Antill to present to the County the following week.

Mr. Antill, **Executive Director** reported:

- HVAC work at the Summerville Branch has begun, maintenance at the St. George Branch HVAC was completed.
- The new personnel policies have been implemented with no problems.
- Several staffing changes have been made to accommodate the vacancies left through retirement. One part-time position still remains unfilled and will be advertised.
- Year to date statistical report was reviewed.
- Upload of DD4 student information into Summer Reading Database is complete with 2100 students entered. A weekly night program will be offered to those students and families.
- Various meetings were attended by staff members. Leadership Dorchester, State Government Day in Columbia, County Finance meeting, meeting with Cindy Koontz to discuss collaboration between Timrod and DCLs.

No Committee Reports

New Business

Website Demo was not ready and therefore tabled until the next Board meeting.

At 7:47 pm Ms. Inabinet moved that the Board go **into Executive Session** to discuss personnel issues, the county lawsuit status and possible library construction progress. Dr. McCarl seconded the motion and it passed.

At 8:20 Dr. McCarl moved to **end the Executive Session**. Ms. Pemberton seconded and the motion passed.

Action Items

Some suggestions were offered on the **Personnel Manual revisions**. Mr. Antill will incorporate the suggestions for vote at the May, 2019 meeting.

Dr. McCarl moved that the meeting adjourn. Seconded by Ms. Pemberton, the motion passed and the meeting adjourned at 8:22 pm.

Next meeting May 6, 2018 at the St. George Jennie McMahan Library.