

Dorchester County Library Board of Trustees
March 20, 2017, 7:00 pm.
George H. Seago Library
Summerville, SC

Present: Dr. George McCarl, Katherine Pemberton, Bill Collins, Keturah Inabinett, Beth Sabine, Andrew Gentry and Pinky Harriott.

Absent: Eddie Crosby.

Guests: Violet Medina, Linda Saylor, Violet Smith-Saylor
Edith Oldham, Horace Mungin, Marty Murdaugh and Tripp Wingard.

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

Guests were welcomed and the meeting was opened to Public Comments. Local authors Violet Medina, Linda Saylor, Violet Smith-Saylor, Edith Oldham and Horace Mungin shared samples of their published materials and requested that the libraries consider featuring works of local and regional authors in a designated area of the libraries or at special events during the year. Board members thanked the guests for their input and concurred that this idea aligns well with the libraries goals.

The Minutes of the January meeting were presented. Ms. Pemberton moved that the minutes be accepted as presented. Ms. Inabinett seconded and the motion passed.

The Audit Presentation was made by Murdaugh & Associates represented at the meeting by Marty Murdaugh and Tripp Wingard. The Audit reported satisfactory handling of financial reporting but cited deficiencies in the area of separation of duties in order to provide checks and balances and detection of errors in the processing of transactions. Staff size limits the segregation of duties and financial reporting.

Murdaugh & Associates has three years remaining on their contract to audit for the Dorchester County Library.

The Director's Report included a report on the SCLENDS retreat. At the suggestion of the consortium in order to align our policies Beth moved that the following changes be made to our lending policies:

1. All materials will be lent for 21 days.
2. DVD lending will be increased to 10 per card holder.
3. An increase of 2 renewals per card holder will be allowed.
4. A total increase of 30 items per check out will be allowed.

Dr. McCarl seconded and the motion passed.

Ms. Harriott reported that the new Children's librarian has launched new programming that is being well received.

The African Art Auction is scheduled for April 22 with Quinn Auction House.

The Outreach Report included Ms. Harriott's meetings with Todd Stephens (Spartanburg County), Ray McBride (Beaufort County), Nicolle Davies (Charleston County) and Gene Brunson (Berkeley County) regarding library administration and coordination of capital projects.

The Business Department Report included balances as of 2/28/2017 as follows:

Income - \$3,093,868.15

Expenses - \$1,500,993.75

Budget requests are due 3/31/2017 and the suggested budget will be reviewed by the Budget Committee on 4/4/2017 at the St. George Library with presentation to County Council May 22, 2017.

The Summerville Branch Manager has been hired and will start May 1, 2017. The Bookmobile Assistant have also been filled. The Circulation Supervisor position in St. George is currently vacant.

Mr. Rudd Smith has made suggestions to the Bylaws of the Foundation. Mr. Wilbur Johnson also reviewed the Bylaws and found them acceptable. These reviews are being considered.

The motion was made by Ms. Sabine to go into executive session for discussion of personnel matters. The motion was seconded by Mr. Gentry and executive session began at 7:50 pm.

At 8:27 pm the Board came out of executive session. Dr. McCarl made the motion that the Executive Director position be offered to Robert Anthill at the agreed upon salary discussed during executive session and contingent on passing drug & alcohol and County screening. Mr. Gentry seconded the motion and it passed unanimously.

Ms. Sabine moved the meeting adjourn. Dr. McCarl seconded the motion and it passed. The meeting was adjourned at 8:27 pm.