

Dorchester County Library Board of Trustees
Jennie McMahan Library, St. George, SC
May 6, 2019, 7 PM

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

Absent: Katherine Pemberton

Guests: Sherryl James, Kathy Walters

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

No **communications** were received. No **public comments** were offered.

Dr. McCarl moved that minutes be approved as presented, seconded by Ms. Inabinett and passed.

Business Report –Income as of 4/15/19 was \$3,415,118.17, expenses were \$2,046,334.67. The Proposed 2019-2020 Budget was presented. Increase of income was noted and due to increase from the State to \$2 per capita. Realignment of accounts will make it easier to track percentages spent, as required by the State. Ms. Sabine moved that the 2019-2020 Proposed Budget be accepted as presented. Ms. Horton seconded and the motion passed. Ms. Inabinett moved that we accept the Business Report as presented. Ms. Leviner seconded and the motion passed.

Mr. Antill reviewed a PowerPoint presentation that is planned for the Dorchester County Council at the budget meeting this month.

Directors Report

HVAC at the Summerville Branch has been replaced. Although the maintenance inspection of the St. George branch HVAC was completed in March, the company has been called back due to the AC not working and to investigate an unusual odor in the server room.

Kathy Walters, Head of IT will retire on May 12, 2019 and be rehired on 6/13/2019. Mr. Antill will make sure the IT functions smoothly during her absence.

Circulation statistics show that overall circulation will likely surpass previous years despite two hurricane closures during the 2018/19 year.

Meetings – Various meetings and events attended by Mr. Antill and other staff members. Mr. Antill has been elected President of SCLENDS for 2019-2020. Leadership Dorchester has adopted a project to create a STEAM lab within Summerville Elementary and Mr. Antill has applied for a LSTA Grant to help fund that project. He is evaluating

an additional application to help fund a mobile STEAM Lab to serve all DD@ and DD\$ schools.

Committee Reports

No reports.

New Business

The new website will launch June 1, 2019.

At 7:55 pm Dr. McCarl moved that the Board go into **Executive Session** to discuss court decisions and status, amendments to our Policies and Procedures Manual, and possible alternate locations and construction projects. The motion was seconded by Ms. Inabinett and passed unanimously. The Executive Session ended at 9:05 pm.

Action Items

Ms. Leviner moved that the amendments to the Public Services Policies as suggested by Mr. Antill be incorporated into our Policies and Procedures Manual. Dr. McCarl seconded the motion and it passed.

At 9:08 pm the motion to **adjourn** the meeting was made by Dr. McCarl. Ms. Inabinett seconded the motion, it passed unanimously.

The next Board meeting will be held July 15, 2019 at 7:00 pm at the Summerville Library.

Special Call Meeting Dorchester County Library Board of Trustees
George H. Seago Branch - Summerville
May 24, 2019, 6 PM

Present: Warren McCarl, Robert Antill, Beth Sabine, Katherine Pemberton, Cassandra Manigault and Keturah Inabinet, Bill Collins.

Absent: Jane Horton, Michelle Leviner.

Guests: None

The meeting was called to order by Chairman Collins at 6:00 pm.

This special meeting was called for the purpose of discussion of a Dorchester County Council communication, possible sites for library expansion and actions needed.

Dr. McCarl moved that the meeting enter an executive session. Ms. Inabinet seconded the motion and it passed.

At 6:35 the Executive Session ended by motion of Ms. Inabinet, second by Beth Sabine and passed unanimously.

The motion was made by Dr. McCarl to send a letter to Dorchester County Council urging them to include a referendum for library expansion on the upcoming ballot this fall. The motion was seconded by Ms. Pemberton and passed unanimously. A copy of the final letter is attached.

Having fulfilled the purpose of the called meeting, Ms. Pemberton moved to adjourn. Seconded by Dr. McCarl, the motion passed and the meeting was adjourned at 7:15pm.

The next Board meeting will be held July 15, 2019 at 7:00 pm at the Summerville Library.