

March 26, 2015
Dorchester County Library
Board of Trustees Meeting
Seago Branch, Summerville

Minutes

Call to Order

Chair Jim Neal called the meeting to order at 7:00 p.m. Board members attending the meeting in addition to Mr. Neal were Carolyn Baker, Keturah Inabinett, Warren McCarl, and Beth Sabine. Staff members present were Interim Library Director Jennie Redmond, Business Manager Lynn Crook, Seago Branch Manager Becky Westfall, and Building and Grounds Supervisor Patrick Branham.

Public Comments

There was no public comment.

Approval of Minutes

A motion was made by Dr. McCarl and seconded by Ms. Sabine to approve the minutes from the January 26, 2015 meeting. The motion passed.

Financial Report

Ms. Crook presented the Financial Report. A motion to approve the report was made by Ms. Baker and seconded by Ms Inabinett. The motion passed.

FY 2015-2016 Budget Presentation

Copies of the FY 2015-16 budget were distributed. Ms. Redmond explained the new budget is based on the FY 2014-15 budget with adjustments made to certain line items due to maintenance and contractual rate increases and retirement and insurance rate increases. Per direction from J. J. Messervy, Dorchester County Auditor, and Wayne Welch, Dorchester County Assessor, Dorchester County Library, along with other outside entities, was told to budget on the previous fiscal year's total. Mr. Messervy and Mr. Welch explained that, this being a reassessment year, they do not have sufficient data to correctly asses what, if any, increase there could be and would not know until around September. Discussion concerning the line item for bond consultant in the budget and a bond referendum resulted in Chairman Neal's motion to include in our budget a request for an additional \$25,000 for legal and contractual fees and was seconded by Dr. McCarl. The motion passed. Chairman Neal also urged conversation with politicians for library expansion support and continuance of state aid.

Executive Session – Personnel

Chairman Neal requested to move this item to the last item on the agenda

Proposed Policy Change

A motion was made by Ms. Sabine and seconded by Ms. Baker to table this discussion until the June 22, 2015 meeting.

Director's Report/ Outreach Services

Jennie reported that the bookmobile is scheduled for delivery in late May. Matthews Specialty Vehicles sent updated pictures of the interior. The design for the outside wrap is still under discussion. The old bookmobile is still having issues as it is in the shop...again.

In discussion with Jason Ward, Justin Powell, and Ashley Jacobs concerning funding for a new library branch location, Ms. Redmond was directed to begin the necessary steps for a bond referendum to be in place by summer 2017. Advertisement for consultants skilled in referendums, bonds, grants, etc. will begin and selected by board approval.

After investigating options and consulting with the State Library and other public libraries, we have decided to purchase QuickBooks financial software. For the next few months the business department will be training to go live in the new fiscal year.

Committee Reports

There was a brief discussion by the Art Committee concerning the stored African Art. Dr. McCarl indicated he would contact Mary Edna Sullivan, curator of Middleton Place Foundation, to evaluate, possibly at no charge, the African art.

Executive Session – Personnel

Beth Sabine made a motion that the board approved the contract agreement for Jennie Redmond as presented with a second by Keturah Inabinett. Motion passed.

A motion was made by Ms. Sabine that the board allow a one-time exception to the leave donation policy limit to allow Paula Cannon to use all hours donated by staff members. The motion was seconded by Dr. McCarl. Motion was approved.

Adjourn

At the conclusion of the executive session, Beth Sabine moved to adjourn, seconded by Carolyn Baker. The motion was approved and meeting was adjourned at 8:00 pm.