

**Dorchester County Library Board of Trustees Meeting
Jennie McMahon Library, St. George, SC**

**Monday January 23, 2017
7:00pm**

1. The Meeting was called to order by Chairman Bill Collins at 7:03pm. Attending were Bill Collins, Beth Sabine, Warren McCarl, Keturah Inabinett, Eddie Crosby, Katherine Pemberton, Pinky Harriott, Interim Director of Libraries and Andrew Gentry.
2. New Board member Eddie Crosby was introduced. Mr. Crosby spoke briefly about his background and he was welcomed by the Board. Mr. Crosby replaces Tommy Socha whose term has ended.
3. Katherine Pemberton moved that the Board express appreciation to Mr. Socha for his faithful dedication and commitment to the Dorchester County Library Board for his past terms of service. The motion was seconded by Beth Sabine and passed unanimously. A letter will be drafted for Board approval.
4. No public comments were received.
5. The minutes of the November, 2016 meeting were presented. Amendments were made to correct typographic mistakes. Keturah Inabinett moved the minutes be accepted as amended, Katherine Pemberton seconded and the motion passed unanimously.
6. The minutes of the Special Called Board Meeting, November 30, 2017 were presented for approval. Warren McCarl moved that they be accepted as presented. Keturah Inabinett seconded and the motion passed.
7. The **Business Report** was presented by Pinky Harriott and included:
 - Ms. Harriott reported income as of 12/31/2016 of \$816,512.32 and expenses of \$1,138,021.82.
 - Our audit is complete however the presentation by the Auditor was rescheduled for our March meeting due to scheduling difficulties.
 - Andrew Gentry commented about the need to rotate to other accounting firms to insure transparency. Our agreement with the current auditor is a five year contract. The choice of auditor will be reviewed at the end of that contract.
 - The Branch Manager position remains unfilled. Discussion followed regarding surprise that applicants meeting the required experience level have not applied. The salary offered is thought to be very competitive. This posting will be renewed.

- Applications have been received for the Director's position.
- Because she had not received a response from attorney, Rudd Smith regarding the Dorchester County Library Foundation (DCLF) Ms. Harriott has requested input from another lawyer, Wilbur Johnson. She will relay information as it is provided. Mr. Collins suggested that Board members bring several names to the March meeting to be considered as Foundation members. We are looking for individuals with interest in the enhancement of Dorchester County Library and who have significant connections to decision makers and prominent investors. Possible members should be asked if they are willing to serve on a Foundation board.

The **Director's Report** included:

- Some damage from Hurricane Matthew remains and Ms. Harriott is working to have the handicap door openers replaced. Some problems with security camera location and coverage at the St. George Library are being studied. Ms. Harriott is working with the security companies to correct the problems there.
- Ms. Harriott is contacting County Facilities Maintenance to have handicapped lines repainted in parking areas.
- Ms. Harriott attended the December SCAPLA meeting. She will be attending the upcoming meeting at the State Library on January 27th
- The SCLENDS Systems Cataloger position has been filled by Meg Stroup. The group has a retreat planned for February 23rd -24th at St. Helena Branch Library in Beaufort County.
- The libraries will participate in and support the Smithsonian traveling exhibit at the DC Archives & History Center.
- Volvo is scheduled to hold a "Listening Session" at the St. George Library on February 1st.
- The Board should consider a retreat in the near future for a strategic plan update. Training for Board members is offered through the State Library. Extensive plans for Library expansion will be starting soon.
- Former Director Jennie Redmond suggested that the Board consider naming the new libraries to reflect the community they are in (ex. Dorchester County Library, Summerville Branch, etc.) The special use areas or rooms could named to designate significant contributors (ex. The Jennie McMahan Event Room, etc.)
- Various statistics regarding the Library usage and traffic were offered.

8. The updates to the Dorchester County Library Computer Internet Policy were presented. Changes to the existing policy included the availability of wireless printing, procedures for handling infractions to the computer use guidelines, and availability of visitor's passes to children. Beth Sabine moved that updates to the Policy be accepted as presented. Warren McCarl seconded and the motion passed.

9. Committee Reports

- The Search Committee for the Director of Libraries received packets of applicant documents. The Committee was asked to rank the top three candidates and provide recommendations as soon as possible. This may necessitate a called Board meeting.
10. At 8:00 pm Katherine Pemberton moved that the Board go into Executive Session for a personnel issue. Keturah Inabinet seconded and the motion passed. The Board came out of Executive Session at 8:20pm.
 11. At 8:21pm Katherine Pemberton moved that the meeting adjourn. The motion was seconded and passed.