

July 25, 2016  
Dorchester County Library  
Board of Trustees Meeting  
George H. Seago Library

1. Call to Order

Chairman Warren McCarl called the meeting to order at 7:00 pm. Attending were Board members Warren McCarl, Tommy Socha, Andrew Gentry, Beth Sabine, Keturah Inabinett and Bill Collins. Staff members in attendance were Pinky Harriott and Jennie Redmond. Guests Scott Murphy (SC State Library) and Becky Westfall were also present.

Board member absent was Katherine Pemberton.

2. Public Comments

Becky Westfall presented her thoughts regarding library staff and patron issues, as well as some recommendations. Issues addressed by Ms. Westfall included concerns about patron frustrations and request that the DCL Policies and Procedures Manual be reviewed as it applies to the customer service concerns. Additionally Ms. Westfall expressed concern that she feels the Summerville branch does not have the support of the Director and Business Manager of the DCL System. Mr. Socha asked her to elaborate and she began to explain the frustration that led to her resignation. After her she finished her comments, Mr. Gentry asked Ms. Westfall if she had been coached by or had spoken to any of the board members about her issues prior to the Library Board meeting. Ms. Westfall replied, "No." Details of both these concerns are available in the printed handouts she provided and are on file with the library minutes and records.

3. Minutes

Tommy Socha moved that the minutes (previously provided) be accepted as written. The motion was seconded and passed.

4. Presentation

Scott Murphy made a presentation entitled "Board of Trustees Basics" and offering the extensive resources of the State Library staff. The State Library offers extensive training and guidance for county library board members and staffs. Copies of the presentation were given to each Board member.

5. Business Reports

The Business Manager reported that total income as of 6/30/2016 was \$3,257,389.24. Expenses as of 6/30/2016 were \$3,013,652.03.

The Summerville branch manager position has been re-posted. The candidate who was anticipated for hire withdrew their application. The Custodian position is also open and posted.

Work is progressing on the compliance with the FLSA upcoming changes. Salaries and hours are being adjusted to be within regulations.

The ordinance for the Bond Referendum, Facilities Master Plan and Assessment have been posted on the Library website.

Ms. Harriott continues to work with Eric Davis (Dorchester County Parks Director) to develop a strategic plan and prepare documents.

The Board is asked again to identify possible candidates for the DCL Foundation. Discussion pursued regarding lawyer oversight and a paid executive position. Expectations of the Foundation are fund raising to support programming and various operation's needs.

#### 6. Director's and Outreach Reports:

Ms. Redmond discussed the expected increase in budget that will result from new libraries added to the County. A "best guess" of operating needs is estimated to be \$3-5 million within 5 years.

#### 7. Committee Reports

The African Art Committee reported that an auctioneer recommended by the Charles Jones Center was contacted. Discussion regarding the details of the contract such as fees and responsibilities followed. The Board recommended that the County lawyer should review the contract before proceeding. Dr. McCarl will follow-up with the County lawyer.

8. At 8:30 Dr. McCarl moved that the Board go into Executive Session to discuss personnel matters. At 9:10 the Board came out of Executive Session.

9. Ms. Harriott reported that the County agencies budgeted a 4% increase based on evaluation on file for 2016 for employees. Dr. McCarl made the motion that the Library match the County increase for similarly qualified staff. Tommy Socha seconded and the motion passed.

10. Dr. McCarl welcomed new Board member Bill Collins. Mr. Collins comes to the Board following extensive business management background and generous service to the community through various leadership roles.

11. Mr. Collins made the motion that the meeting adjourn. Following a second and **unanimous** passage the meeting was adjourned at 9:20.