

**PLANNING and ADMINISTRATION COMMITTEE
MINUTES
SEPTEMBER 13, 2011**

The Planning and Administration Committee met on Tuesday, September 13, 2011 in the Committee Room, located on the second floor of the Administration Building beginning at 1:50 p.m. Mr. Jeffcoat, Committee Chairman, presided.

Members Attending:

Johnny W. Jeffcoat, Chairman
K. Brad Matthews
James E. Kinard, Jr.

George H. Davis, V Chairman
William B. Banning, Sr.

Also attending: Katherine Hubbard, County Administrator; Joe Mergo, III, Deputy County Administrator; Larry Porth, Finance Director/Assistant County Administrator; Jeff Anderson, County Attorney; other staff members, citizens of the county and representatives of the media.

In accordance with the Freedom of Information Act, a copy of the agenda was sent to radio and TV stations, newspapers, and posted on the bulletin board located in the lobby of the County Administration Building.

Library Lottery Funds Award - Library - Denise Bedenbaugh, Director - Ms. Bedenbaugh presented a request to accept the Library Lottery Funds award in the amount of \$32,252. There is no County match required. The funds would be used to purchase ten AWE Early Literacy Stations to replace computers purchased in 2002. The new computers will be installed at Gaston, Gilbert, Chapin, Pelion, South Congaree, Cayce-West Columbia, Irmo, Batesburg-Leesville, and Swansea libraries.

A motion was made by Mr. Kinard, seconded by Mr. Matthews to recommend to full Council to approve staff's request to accept the Library Lottery Funds award.

The vote was in favor. Mr. Banning did not vote.

Approval of Minutes - Meeting of August 23, 2011 - A motion was made by Mr. Matthews, seconded by Mr. Davis to approve the August 23, 2011 minutes as submitted.

The vote in favor was unanimous.

New Business - Employee Suggestions - Mr. Matthews asked how employees could make anonymous suggestions to the Council with their concerns or suggestions so that it cannot be linked back to their email or job. Ms. Hubbard replied employees could send mail to the Clerk's office to be forwarded to Council. She said she has an open door policy for employees who want to see her and discuss their concerns.

Old Business - None.

There being no further business, the meeting was adjourned.

Respectfully submitted,

Judy R. Busbee
Assistant to the Clerk

Johnny W. Jeffcoat
Chairman

Diana W. Burnett
Clerk