

**BOARD OF LIBRARY TRUSTEES  
ST. MARY'S COUNTY LIBRARY**

Meeting Minutes

*Date of Meeting:* November 17, 2009

Alan Dillingham, President, called to order at 9 AM the meeting of the St. Mary's County Board of Library Trustees at the Charlotte Hall Library.

Members present: Alan Dillingham, President; Everlyn Holland, Carole Romary, Joan Springer, Treasurer; Jan Briscoe, Vice-President; Dan Burris, Joseph Bush.

Members Excused:

Staff present: Kathleen Reif, Director; Phyllis Krasnokutsky, Administrative Assistant.

Visitors: J. Harry Norris, Leonardtown Mayor, Randy Guy, Board of County Commissioner President Candidate; and Hayden Hammett, Leonardtown Comprehensive Plan Committee Member.

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**Voted to** accept the minutes of the October 20, 2009 meeting as presented.

**President's Report by Alan Dillingham**

- The Lindsey Paul Rudolph Fund MOU (Memorandum of Understanding) has been signed and a renewed fundraising effort will begin.

**Treasurer's Report by Joan Springer**

- Distributed Treasurer's Report for November 2009.

**Voted to** donate \$150 towards the Annual MLA Legislative Reception to be held in Annapolis on February 10, 2010.

**Southern Maryland Library Association (SMRLA) Report by Carole Romary**

- No meeting was held in October 2009.

**Director's Report by Kathleen Reif**

- Distributed various newspaper articles about Library programs; Amy Ford's "Baseball Card", FOL December Mini-Book sale flyer, updated wallet-size "Key Facts", 2010 Board calendar.
- Distributed monthly business reports; monthly budget statement.
- Board President Dillingham introduced Leonardtown Mayor Norris. Dillingham reminded the board that he had invited the Mayor to come to a board meeting to discuss his interest in having the new Library in downtown Leonardtown. At the outset of the discussion, President Dillingham asked the Mayor to explain why he had not contacted the Board or the Library Director about his interest in the library or participated in any of the public meetings regarding the new library. Mayor Norris responded that he had been in communication with the Board of County Commissioners. **Mayor Norris then** made his presentation on future plans for Leonardtown and why he believes the new Leonardtown Library should be built in downtown Leonardtown. He did not offer a piece of property as an alternative to the currently planned location on the "Hayden Farm" property which purchased by the BOCC in December 2008. The Board members thanked him for his interest in having a new library built downtown and informed him that the Library Board remained fully committed to building the Library

on the “Hayden Farm” property. The Board reminded Mayor Norris that they were responsible for library services to the entire county and that 66% of the items checked out from Leonardtown are to homes outside the Leonardtown zip code of 20650.

**Vote to** approve the FY2009 Audit as presented at the October 2009 Board Meeting.

**Vote to** approve three (3) healthcare premium holiday’s for staff enrolled in the health plan as the result of a \$25,000 refund from CareFirst, the County’s health insurance broker.

**Vote to** approve the 2011 Holiday Calendar as presented.

- The Lindsey Paul Rudolph Fund is now official since the MOU has been signed by the FOL, the Library Board and Dr. Laraine Glidden. Joan Springer will contact Vanguard to setup another account in the GMNA fund just for these funds.

**Updates:**

- The Lexington Park Café dishwasher does not need to be replaced. Ms. Reif arranged for it to be serviced and the County Health Department representative stated that it is currently working within the code.
- Terri Tresp, Branch Manager at Lexington Park, will write a proposal for our library system to become a Foundation Center Cooperating Collection site. The local United Way agencies requested that their library provide this service; thus, we will honor their request. The proposal will be submitted in December. We hope to be approved in early 2010 so we can start offering the collection and workshops as soon as possible.
- Five staff will be supported from the state’s staff development grant to attend the National PLA (Public Library Association) Conference in Portland, OR in March 2010. Jill Hutchison will be presenting a table talk at this conference and she has also been invited to be a speaker at a pre-conference at 2010’s MLA (MD Library Association) Conference in April.
- Distributed a copy of the new Core Competencies for Technical Skills for all library staff. This will be a valuable training tool.
- The Library now has a Fan Page on Facebook and a Flickr account with a link from our website.

**New Business**

- Jan Briscoe and Joseph Bush volunteered to be the Nominating Committee for the 2010 slate of officers.

**Unfinished Business**

- Review of 2009 Vanguard Account interest and how it should be spent will take place after the board meeting.

Meeting adjourned at 11:15 pm.

**Next Meeting: December 15, 2009 at the Leonardtown Library.**