

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

Meeting Minutes

**Date of Meeting:** September 15, 2015

Joan Springer, President, at 9:00 AM, called to order the meeting of the St. Mary's County Board of Library Trustees at the Leonardtown Library.

Members present: Joan Springer, President; Carolyn Guy, Vice-President; Jim Hanley; Janice Walthour; Carole Romary;

Members excused: Lynn Newkirk, Treasurer; Alan Dillingham

Staff present: Mary Anne Bowman, Acting Director; Sue Clifton, Fiscal Support; Amy Ford, Lexington Park Branch Manager; Sara Stephenson, Virtual Services Coordinator; and Laura Boonchaisri, Publicity Specialist.

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**HIP HIP HOORAY** certificate awarded to:

- Laura Boonchaisri for Graphic Design excellence on creating the Summer Reading badge design, game boards and Summer Reading publicity.

**Digital Inclusion Plan** presented by Sara Stephenson; outlined the target groups and three year plan for digital services and training.

**Voted to** approve OR Strategic Plan (Our Priorities and Goals) 2016 as presented.

**Voted to** accept the minutes of the July 21, 2015 meeting as presented.

**President's Report**

**Jonathan Beasley Letter about civil war display** - Joan Springer wrote a letter to Jonathan Beasley to explain why we cannot use his civil war memorabilia in the library. Submitted the letter and email for a record of the communication.

**Voted to approve** the Expenditures Approval List (EALs): 7/18/15 to 7/31/15; August 2015; 9/1/15 to 9/8/15

**Treasurer's Report**

- To be given at the next meeting by Treasurer Lynn Newkirk.

**Voted to** approve the reimbursement of Lindsay Paul Rudolph Summer Intern: check for \$1515.36.

**Southern Maryland Library Association (SMRLA) Report** Carolyn Guy and Jim Hanley

- Two vacancies in their Technical Services Department filled. Discussion on length of time SMRLA takes to fill positions.
- Three Directors of Southern Maryland to work together for facilities study.
- Space Allocations discussion – still waiting on final measurements from SMRLA. Will ask for this to be on the October SMRLA Board meeting agenda.
- Proposed reduction of Board members to two per County (currently nine).

**Acting Director's Report by Mary Anne Bowman**

- Distributed: approved July 2015 minutes; FY2016 July and August business and budget reports. *(Attached)*
- Distributed FY2016 Year to Date Budget Statement.
- Security Discussion & COPs Unit partnership and distributed background information collected by Acting Director, Mary Anne Bowman. Mary Anne is working on a MOU between the library and the St. Mary's County Sheriff's Department. Will be discussed again at the October Board meeting.
- Board membership: Alan is leaving December 31. Will post the vacancy and interview candidates at the November Board meeting.
- Adult Education partnership and MOU with CSM, GED classes at Lexi discussed.
- Updates on summer reading programs statistics, adult summer reading program, Mental Health First Aid training-board is invited to sign up for any training offered to staff. One Maryland One Book is *Boys in the Boat*, Tuesday program with Luis Montalván at Lexington Park very successful.

**Dates to Remember**

- Citizens for Maryland Libraries Conference Saturday, September 19, 2015 Mary Anne, Janice and Carolyn are attending.
- State of the County luncheon on October 6, 2015

**11:00 AM** Meeting went into Executive Session for personnel discussion.

**Next Meeting: October 20, 2015 at Charlotte Hall.**