

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

Meeting Minutes

**Date of Meeting:** April 18, 2017

Carolyn Guy, President, at 9:00 AM, called to order the meeting of the St. Mary's County Board of Library Trustees at the Lexington Park Library.

Members present: Carolyn Guy, President; Lynn Newkirk, Treasurer; Beth Roth; Janice Walthour; Sandi Haustein and Carole Romary;

Members excused: Jim Hanley, Vice President;

Staff present: Michael Blackwell, Director; Mary Anne Bowman, Deputy Director; Phyllis Krasnokutsky, Administrative Assistant; Amy Ford, Lexington Park Branch Manager; Laura Boonchaisri, Publicity and Outreach Coordinator; Cecelia Thomas, Lexington Park Assistant Branch Manager

---

**Hip Hip Hoorays** were presented to Cecelia Thomas on her completion of the SMRLA STELLAR program.

**Voted to approve** the March 21, 2017 meeting minutes.

**President's Report**

**Voted to approve** the Expenditures Approval List (EALs): 03/19/2017 through 04/16/2017.

**Treasurer's Report**

- Distributed the April 2017 Treasurer's Report (*attached*)

**SMRLA Report**

- Submitted via email as Jim Hanley was absent.
- Revised Bylaws were approved by the SMRLA Board.
- Current SMRLA Officers remain the same as for 2016.
- SMRLA will be retaining Mango as well as getting Rosetta Stone.

**Director's Report by Michael Blackwell**

- Distributed: approved February 2017 minutes; FY2017 April business and statistic reports. (*Attached*)
- It was agreed to remove the total new card holders listing from the statistic report and replace it with total card holders.
- Advised the Board that Sara Stephenson had been accepted into the Maryland Library Leadership Institute for 2017.
- The FOL raised \$37,000 at their Spring Book Sale.
- Mary Lee Russell is working on fundraisers for the Foundation. First one on the calendar is a Blue Crabs game in June 2017.

- The new Leonardtown Library is moving along well and final documents are expected by the end of May 2017.
- Statewide eBook App project is moving well and hope to start piloting it by the end of May 2017.
- Mr. Blackwell is working with an International Study with New Zealand, Australia and Canada on the availability of eBook titles and how they are used.
- Mr. Blackwell will be applying for an additional \$500,000.00 State Capital Improvement grant for the new Leonardtown Library in FY2019
- Bond Funding for the new library and the FY2018 Capital Grant have both been approved by the Legislature and the Governor.
- Laura Boonchaisri distributed a very rough draft of our new logo.
- There was a discussion on what to do with an employee's vacation leave if they go from full time employment to part time employment. The Board requested that their legal counsel should be consulted.
- Discussion occurred on the WoW Van Outreach program and the need for additional staff at the Charlotte Hall Library.

**Voted to** eliminate the WoW Van resources to the Charlotte Hall Library.

- Mr. Blackwell advised the Board that the Library is fully committed to diversity in hiring but that it depends on who applies for open positions.
- Mr. Blackwell invited the Board to participate the County's Walk/Step program.
- An update on changes to the FY2018 Health Insurance Plan were provided.

**11:24 AM – Executive Session**

Adjourned at 11:38 AM

**Next Meeting: May 16, 2017 at the Charlotte Hall Library**

**Executive Session Minutes**

There was a short discussion on the upcoming SMASH Sex Ed program and our Meeting Room Policies that allow this even.