

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

Meeting Minutes

**Date of Meeting:** December 16, 2014

Joan Springer, President, called to order at 9:00 AM 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; Carole Romary, Treasurer; Janice Walthour; Jim Hanley; Alan Dillingham, Lynn Newkirk

Members excused:

Staff present: Kathleen Reif, Director; Phyllis Krasnokutsky, Administrative Assistant; Sara Stephenson, Lexington Park Assistant Branch Manager; and Laura Boonchaisri, Publicity & Outreach Coordinator.

---

Ms. Reif introduced Laura Boonchaisri, the Library's new Publicity & Outreach Coordinator.

Staff Report: Sara Stephenson gave a demonstration of the digitized versions of *The Enterprise* and *The Beacon*.

**Voted to** accept the minutes of the November 18, 2014 meeting as presented.

**President's Report**

**Voted to** approve the Expenditure Approval List (EAL): 11/21/14.

**Treasurer's Report**

- December Treasurer's Reports distributed (*Attached*).
- Received payment for Staff Day Expenses: \$102.99 to Christina Gass and \$1,436 to the Friends of the Library for catering.
- Received a check in the amount of \$500.00 from the St. Mary's Historical Society to support the digitization project.

**Voted to** approve the recommended 2014 Vanguard Dividend Income as stated in the Treasurer's memo of December 16, 2014.

**Southern Maryland Library Association (SMRLA) Report**

- Still working on solving the last 2 issues with Polaris: Online Credit Cards and Demand Hold Management.
- SMRLA Sublease is still unresolved. Questions arose about the County's right to even cancel the original lease.
- Sharan Marshall is working on a Bill to move DLDS from under the Department of Education.

**Director's Report by Kathleen Reif**

- Distributed: approved October 2014 minutes; FY2015 November business and budget reports. (*Attached*)
- Distributed Recommended FY2016 Operating Budget Request. (*Attached*)

- Leonardtown Renovation Update: The architect met with the Maryland Historical Trust on December 1 and they have rejected several of the design features and requested to see a new design and further information at a January 6<sup>th</sup> meeting.
- **Updates:** Reviewed various upcoming dates and events.

**New Business**

- Election of 2015 officers

**Voted to** accept the slate of officers as presented at the November 2014 Meeting: Joan Springer, President, Carolyn Guy, Vice President and Lynn Newkirk, Treasurer.

**Voted to** appoint Joan Springer, Carolyn Guy and Jim Hanley to the SMRLA Board.

- Leonardtown Library Renovation vs a New Library Discussion:
  - On Nov. 20, Commissioner-Elect Mike Hewitt called Ms. Reif and requested that she put in writing the info and viewpoint she shared during a pre-election meeting with him and two Board members. Ms. Reif sent to him the attached memo in which she shared the history of the project and concluded with her opinion: “If funds can be provided, I strongly suggest that the current Commissioners revisit the 2012 decision to renovate and agree to build a new Leonardtown Library on the county property, next to the new elementary school, where it was originally going to be built.”
  - Using email, a majority of the Library Board voted that they disagreed with Ms. Reif’s opinion; thus, the Board sent to Mr. Hewitt the attached letter with their opinion: “we now think it is in the best interest of those we serve and support to proceed with the renovation.” One Board member (Walthour) disagreed with this opinion.
  - The Board discussed this discussion, which was done via email. Some of the Board members objected to the wording of the letter and suggested another motion.

**Voted to approve:** The Library Board reaffirms the vote made at the DATE\* meeting to renovate the Leonardtown Library rather than build a new library. (Janice Walthour was only dissenting vote.)

\*The Library’s Administrative Assistant was instructed to find the date of the meeting at which this motion was voted upon. After the meeting, it was determined that this vote was not in the minutes of a Board meeting.

- Discussion of a new behavior rule which would provide guidelines for customers taking photographs in the library. The following behavior rule was approved by the library’s attorney Joshua Brewster:

**Voted to** include the following in the Behavior Guidelines: Photographic or video recording of any kind is prohibited inside the library at all times, except with prior approval or in conjunction with private or public meetings within a conference room.

**10:45 Meeting Adjourned**

**Next Meeting: January 20, 2015 at the Leonardtown Library.**