

## **Library Board of Trustees (Monday, February 8, 2021)**

*Generated by Phyllis Krasnokutsky on Friday, February 19, 2021*

### **Members present**

Carolyn Guy, James Hanley, Tressa Setlak, Sandra Hauenstein, Janice Walthour, John Walters, Michael Dunn

### **Meeting called to order at 10:19 AM**

- I. Establishing a Quorum
  - a. Established a quorum – 1 member arrived late - all members present
- II. Approval of January 2021 Minutes
  - a. Motion to accept minutes from previous meeting
    - i. Requested an amendment to minutes
      1. “Discussed and voted to retain existing SMCL SMRLA Board members as is.”
      2. Change to “Discussed the needs of the SMRLA Board”
    - ii. Correction to minutes accepted and passed.
  - b. Corrected minutes accepted
- III. Vote to approve EAL
  - a. Questions
    - i. What is Comstar Tech – wiring for VOYP – phone systems in Hall & Lexi
    - ii. Kajeet – hotspots for check out
    - iii. Commissioners of Leonardtown – propane/electric is split with Commissioners; they pay bill and invoice library.
    - iv. Request to Footnote any unusual expense in future EAL’s.
  - b. Accepted and Approved
- IV. Treasurer’s Report
  - a. Read
    - i. Noted that dividends were the lowest she has seen while Treasurer
  - b. Accepted and Approved
- V. SMRLA Report
  - a. SMRLA Board
  - b. Board is made up of 3 members from each county, 1 should be a non-library board member.
    - i. 3-year membership
    - ii. Meetings 1/month
    - iii. Need 1 more member from St. Mary’s County from the Library Board
  - c. Corporate Board – all members of all 3 counties library boards are on the Corporate Board.
    - i. Has an annual meeting – March 9
  - d. Sub Committee – new member orientation – how to attract members to SMRLA Board
  - e. Change in Tuition Reimbursement Policy – expand options beyond just MLS
  - f. Set up Trustee Page
- VI. Director’s Report - Informational
  - a. Phyllis is Retiring – Thank you for your service!

- b. Budget
  - i. Large number of retiring employees
  - ii. Materials expenses are low due to pandemic
    - 1. Many companies were not publishing
  - iii. OPEB Fund will be reported on in March meeting.

## VI.

- c. FOL & Foundation Updates
  - i. Online Sales continuing
  - ii. Taking donations M/W/F 10-2
- d. Board Membership
  - i. Was covered under SMRLA Report
- e. Panel Discussion Planned – “Black Men in White Coats”
  - i. Have license for 2,000 views of the film – Feb 26
  - ii. Kelsey Bush of St. Mary’s College - Moderator
  - iii. Partnerships with: SMCPs, Unified Committee for African American Contributions, NAACP, Sotterley, Dismantling Racism
  - iv. Suggestions to invite as panelists:
    - 1. Dr Jerome Adams – former Surgeon General, from Southern Maryland
      - a. SMCPs is reaching out to him
    - 2. Dr Joyce Neal – from Southern Maryland
- f. Legislative Session Update
  - i. Senate overrode veto to increase Capital budget; waiting on House override
    - 1. If vetoed by House, funds not available to FY22
    - 2. Effects Fines – Fine free for children which effects our policies/procedures
  - ii. HB518 – e-content bill - license under reasonable terms for e-books
- g. UVC Wand Update
  - i. Have to send back – can’t use with patrons nearby – contemplating new ones
- h. Vaccination Update – Library staff in group 1B
  - i. Anticipate 6 weeks for full vaccination
  - ii. Moving Forward
    - 1. Back to COVID level service with PPE, social distancing and limited numbers/time, but opening the building for foot traffic.
    - 2. Opening plans for future – Ideas to help community
      - a. Currently following County – open only for appointment
      - b. Schools opening-timing discussion

## VII. Director’s Report – Discussion

- c. Services After Covid
  - i. Still offering curbside service, job help, computer use
  - ii. Online programs very popular-may keep them expanded

- iii. Help eliminate gap in student development
- iv. Track the schools and keep on eye on when we can open.

VIII. Director's Report – Action Items

- . Sick Leave Policy Change – wording only
  - i. Accepted
- a. Dress Code Policy – change for winter and curbside delivery
  - i. Accepted – unanimous

IX. Dates to Remember

- Presentation to the Commissioners on 2/9/21
- Testimony SB432 on 2/11/21
- Black Men in White Coats 2/26-3/2/21
- Virtual Ribbon Cutting of EVCS in Commissioners Meeting
- County Budget Hearing 3/23/21
- Next Meeting Monday, March 15, 2021