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 curb side 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 an 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