

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

Meeting Minutes

Date of Meeting: January 17, 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 Leonardtown Library.

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

Members excused:

Staff present: Michael Blackwell, Director; Mary Anne Bowman, Deputy Director; Phyllis Krasnokutsky, Administrative Assistant; Mary Lee Russell, Leonardtown Branch Manager

Voted to approve the December 20, 2016 meeting minutes as presented.

President's Report

Congratulated Janice Walthour on her appointment as President of the St. Mary's County NAACP.

Voted to approve the Expenditures Approval List (EALs): 12/18/16 through 1/16/17.

Treasurer's Report

- Distributed the January 2016 Treasurer's Report (*attached*)

SMRLA Report

- Discussed placement of Libraries in the State Hierarchy.
- SMRLA Bylaws should be done by the February 217 meeting.
- Suggested inviting Vicky Falcone to a Board meeting to explain what she does.

Director's Report by Michael Blackwell

- The Library received a nice donation in November that will be used to start the Foundation.
- Distributed: approved November 2016 minutes; FY2017 January 2017 business and statistic reports. (*Attached*)
- County partners are not willing to reduce the number of renewals.
- PayChex is up and running and we are no longer using ADP for payroll.
- County Procurement dropped the Leonardtown Library from their fuel oil contract. The Library will need to find their own provider.
- The Foundation will have its first meeting this week.
- New Library Update: We find out on 1/18/17 if received any of the State Grant requested for the new library.
- Reviewed the Board Calendar for 2017 (*attached*)
- SMRLA and SOMD Libraries to provide a presentation to State Delegates on 1/27/17 and 2/14/17 at MD Library Legislative Day.

Voted to approve charging \$10.00 to proctor exams.

Voted to allow customers to obtain price matching for the cost of replacing items.

Vote to have Beth Roth replace Carolyn Guy on the SMRLA Board starting in March 2017.

Vote to approve the draft Fy2018 Budget as presented.

Adjourned at 11:05 AM for a tour of the Lexington Park Library.

Executive Session started at:

Adjourned at

Next Meeting: February 21, 2017 at the Leonardtown Park Library.