I. Call to Order, Establish Quorum
   a. Present: Jim Hanley, Michael Dunn, John Johnston, Tressa Setlak, Janice Walthour
   b. Absent: Tom Russell, John Walters,

II. Approval of June 2022 minutes
   a. Motion to accept- J Hanley
   b. Seconded-M Dunn
   c. Corrections-none
   d. Approved

III. President’s Report
     a. Approval of EALs: 6/10/2022-7/13/2022
        i. Motion to accept-J Hanley
        ii. Seconded- T Setlak
        iii. Questions-none
        iv. Approved

IV. Treasurer’s Report
    a. Losses in accounts due to market
    b. Waiting for Vanguard to respond to transfer request
    c. Motion to accept – J Hanley
    d. Seconded – M Dunn
    e. Approved
    f. Major responsibility of Treasurer was Vanguard, moving that to the Foundation.

V. SMRLA Report
    a. Tom Russell absent

VI. Director’s Report
    a. Informational
       i. Statistics, FY 22
          1. Circulation is up from previous year and quarter
          2. Fiscal Year not as high as previous “normal” years, but trending up.
          3. Digital circulation increased
          4. Event attendance is up including in-person events
          5. Meeting room use increased over 1000% due to ability to open rooms after COVID
          6. Computer use is up
       ii. Questions
1. Johnston - Visits to Charlotte Hall down?
   a. Possibly because of Farmer’s Market moving

iii. Packet from Board Volunteer Training Night
   1. Note-pages on Rules of Order to use - should be reviewed
   2. Financial disclosures at the end of packet – should be reviewed
   3. Questions
      a. Dunn-training was very useful. Board should review packet and circle back at a future meeting to discuss
      b. Walthour-Do leaving members need to attend training?
         i. No, but should review packet.

iv. Supplement to Laws of Maryland Relating to Public Libraries
v. Mobile Library Update
   1. Requesting $50,000 in funds from State
   2. October delivery of van – hopefully
   3. Additional cost of $13,000 due to inflation and additional materials
   4. Expecting $500 Rotary grant funding
   5. Two additional staff to be hired soon.

vi. Staff Turnover FY22
   1. High turnover rate
      a. Library has lower pay
      b. Some expected turnover
   2. Recommendation
      a. Hanley-look at turnover from length of service

vii. Staff Demographics, FY22-23
   1. Questions
      a. Dunn – How has library changed its recruiting to reach wider diversity
         i. Using Indeed for a wider reach.
      b. Walthour – Admin needs more diversity.
   2. Bowman-There is not a lot of movement in Admin so hard to bring in more diversity till there is an opening.
      a. MLA has BIPOC plan and we have a staff member working with the MLA BIPOC organization.
      b. Discussing with current staff to increase their education to move up through the system.
      c. We don’t pay as much as surrounding areas so can’t compete.
   3. We’ve gained 5 full time positions in the last 6 years.
   4. St. Mary’s County budget is significantly smaller than Charles and Calvert Counties.

b. Action items
   i. Board meeting in August?
      1. Possibly Board members on vacation and few agenda items.
      2. Motion to Suspend August meeting – Hanley
      3. Seconded – Walthour
      4. Approved
   ii. FY 22 Budget: Final, with necessary budget transfers
      1. Final budget is subject to change by accountants and auditors.
      2. Final audit numbers due in September/October
3. Approval of Budget transfers  
   a. Motion – Hanley  
   b. Seconded-Dunn  
   c. Approved  

iii. Re-election of Officers  
   1. Original election was done during closed meeting in December 2021  
   2. Re-elect current officers during open meeting for Current Year 2022  
   3. Motion to elect:  
      a. President - Jim Hanley  
      b. Vice-President- Michael Dunn  
      c. Treasurer- Tressa Setlak  

5. Vote:  
   a. Present members voted - yea  
   b. Dunn voting for Walters in absentia – abstained.  

iv. Balance of year for Board  
   1. September – December meetings will be busy.  
      a. Auditors report in September/October  
   2. Selection/Interview of new Board Members  
      a. Interviews for Board members will be done in a closed meeting.  
      b. 3 names are submitted to the County for each position.  
      c. Board should consider diversity of the Board members  

   c. Celebrations:  
      i. Work Anniversaries: Brian Youngs, 5 Years  
      ii. Hip Hoorays: Amy Ford and Jill Hutchison: Lunch at the Library  
         MLA Offices: Mary Anne Bowman and Jill Hutchison  

d. Final Comments  
   i. Walthour –  
      1. Proud of Mary Anne Bowman and Jill Hutchison and their commitment to the Library.  
      2. Thanks to Amy Dickinson at Leonardtown. Approached Janice about more diversity in the Maryland room.  

Next Meeting: September 19, 2022: Chesapeake Building (and Possibly Virtual)  

Dates to remember: