



**St. Mary's County Board of Library Trustees Meeting
July 16, 2019, 9:00 A.M. Leonardtown Library
FINAL Meeting Minutes**

Carolyn Guy, President, at 10:21 AM, called to order the meeting of the St. Mary's County Board of Library Trustees at the Leonardtown Library. Quorum was established.

Members present: Carolyn Guy, President; Sandi Hauenstein, Treasurer; Beth Roth; Jim Hanley, Vice-President; and Michael Dunn

Members excused: Janice Walthour and Tressa Setlak

Staff present: Mary Lee Russell, Leonardtown Branch Manager; Mary Anne Bowman; Deputy Director; Laura Boonchaisri, Communications and Marketing Coordinator; Amy Ford, Lexington Park Branch Manager; and various staff.

Opening Actions:

- Awarded a "Hip Hip Hooray" to Jeff Powers and Deborah Haviland for their work on the Leonardtown VOIP Phone system.
- Awarded "Hip, Hip Hoorays" to Kati Kolenda for her work on LATI and a Partnership with the Veteran's Home.
- Awarded "Hip, Hip Hooray" to Robert Offer for his work during the Drag Queen Story time.
- Awarded a 5 year pin to John Guadalajara.

Voted to approve the June 12, 2019 Meeting Minutes as presented.

President's Report:

Voted to approve EALS 6/17/19-7/14/19 as presented.

Treasurer's Report

- Distributed July 2019 Treasurer's Reports (attached)

SMRLA Report

- Reviewed Grades and Pay Ranges for staff
- Started the Directors Performance Evaluation Process.
- Discussed various special funding for all three libraries including Hoopla, Overdrive, Strategic Planning and Tuition Assistance.

Director's Report:

- Informational
 - Reviewed EOY Fy2019 Statistics
 - Provided an update on the New Library.
 - Updated the Board on the next Strategic Planning meeting.

Administrative Offices
23250 Hollywood Road
Leonardtown, MD 20650
301-475-2846 x1012
FAX: 301-884-4415
info@stmalib.org

Charlotte Hall Library
37600 New Market Road
Charlotte Hall, MD 20622
301-884-2211
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hall.manager@stmalib.org

Leonardtown Library
23250 Hollywood Road
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stma.manager@stmalib.org

Lexington Park Library
21677 FDR Blvd
Lexington Park, MD 20653
301-863-8188
FAX: 301-863-2550
lexi.manager@stmalib.org



- Reviewed FY2019 Demographic and Turnover report.
- Reviewed Youth Fall Programs.
- Discussed 23 June 2019 event at Lexington Park Library.
- Action
 - Postponed the review of the Organization Positions Structures.

Voted to approved EOY FY19 Budget Amendment.

- Discussed the need to move the Board Meeting dates now that the Commissioners have requested that all meetings be televised and information posted to their Board Docs account.
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Adjourned at 12:10 PM

Next meeting on August 20, 2019 at the Leonardtown Library.

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