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.
• 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.

Adjourned at 12:10 PM

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