



**St. Mary's County Board of Library Trustees Meeting
June 18, 2019, 9:00 A.M. Leonardtown Library
APPROVED July 16, 2019 Meeting Minutes**

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. Quorum was established.

Members present: Carolyn Guy, President; Sandi Hauenstein, Treasurer; Beth Roth; Tressa Setlak; Jim Hanley, Vice-President; Dr. Janice Walthour

Members excused: Michael Dunn

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" Amy Ford for completing the Southern Maryland Leadership course.
- Awarded "Hip, Hip Hoorays" to Mary Beth Kocianic, Carla Werme, AM Dillon, Catherine DiCristofaro, Elizabeth Davis, and Jennifer Cavanaugh for their excellent handling of difficult transactions.

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

President's Report:

Voted to approve EALS 5/20/19-6/16/19 as presented.

Treasurer's Report

- Distributed June 2019 Treasurer's Reports (attached)

SMRLA Report

- The meeting was mainly discussing how SMRLA functions, new State Database program and new meeting room software selection.

Director's Report:

- Informational
 - A tentative date for the New Library's closing in ceremony has been chosen – 8/20/19. Also staff has meet with the Architects and vendor to select furniture.
 - The next meeting for the Strategic Planning Committee is 7/16/19 where the results of all surveys will be discussed.
 - FOL has several new board members.

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

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37600 New Market Road
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Lexington Park, MD 20653
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- The Foundation raised \$722 at the recent Pub night; They are now part of the St. Mary's United Way and have received a grant from the Leonardtown Rotary of \$500.00.
- Action
 - Postponed the review of the Organization Positions Structures until the July meeting.

Voted to approved changes to the Digital Device policies in the Customer Service Manual.

Voted to approved the St. Mary's County Library Presenter Partnership Agreement with one change.

Voted to approve the Cricuit and 3d Printer Use Policies as presented.

Voted final approved the FY2020 Budget,

Voted to approved revised Speech in the Workplace polices with minor grammatical corrections.

Voted to send the letter to Pastor McCombs of the Lexington Park Baptist church with minor language changes.

Adjourned at 10:52 AM

Next meeting on July 16, 2019 at the Leonardtown Library.

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