BOARD OF LIBRARY TRUSTEES  
ST. MARY’S COUNTY LIBRARY  
Meeting Minutes March 19, 2019  
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; Sandi Hauenstein, Treasurer; Michael Dunn; Beth Roth; Tressa Setlak; and Janice Walthour  
Members excused:  
Staff present: Mary Anne Bowman, Deputy Director; Phyllis Krasnokutsky, Administrative Assistant; Mary Lee Russell, Leonardtown Branch Manager and Josie Drury, Leonardtown Librarian II

- Congratulated Josie Drury in completion of MLIS.  
- Voted to approve the February 2019 meeting minutes.  
- President’s Report presented  
  - Voted to approve the Expenditures Approval List (EALs): February 19, 2019-March 18, 2019  
- Treasurer’s Report  
  - Distributed March 2019 Treasurer’s Reports (attached).  
  - Voted to approved payment of $325.00 for the Diversity Training.  
- SMRLA Report  
  - More focus is being placed on how SMRLA functions and the role of the SMRLA Board.  
  - Still working on reserve amounts.  
  - Still working on Bylaw Quorum changes.  

Director’s Report by Michael Blackwell  
- Informational  
  - Distributed March 2019 Budget report.  
  - Provided on update the New Library construction. Almost all of the state grant funds have been spent.  
  - Looking at executive interviews of influential community people for the Strategic Plan. There will also be staff and public surveys release.  
  - SimplyE App now has Overdrive eBooks and RB digital. Moving forward to hope to have a statewide release by the end of the year.  
  - Two new grants were offered to SMCL. One from PLA for an intern that had to be turned down due the timing and staff work involved. Another is a Financial Program for kids from ALA which will be offered in the fall.  
  - We will now be using Blackboard – an online meeting space – provided by the State for various staff system wide meetings were possible.  
  - New Tech Boxes will be going out to the branches with items like 3d printers, VR equipment, etc. for use by the public and for programming.  
  - As of April 1, 2019 we will have a new telephone answering procedures. The Automated Attendant will be removed at Lexington Park and Charlotte Hall. Leonardtown will only have two options Administration & branch. Phones will go directly to staff for answering.
Action

- Distributed a list of proposed programming for the Summer and Fall for review.
- **VOTED** to approve closing on 12/6/2019 for Staff Day.
- **VOTED** to approved change in meeting room deposits.
- **VOTED** to be consistent with St. Mary’s County policy for all retirement benefits.
- Lexington Park will be having an LGBQT Authors Book display and it will be reviewed by the library director first.
- **VOTED** to approved suggested OPEB Fund distribution changes as recommended by Asset Strategies.
- Discussed options for FY2020 budget issues to get the funding needed.

Next Meeting: March 19, 2019 at the Leonardtown Library.