

**BOARD OF LIBRARY TRUSTEES  
ST. MARY'S COUNTY LIBRARY**

Meeting Minutes

**Date of Meeting:** May 16, 2017

Carolyn Guy, President, at 9:00 AM, called to order the meeting of the St. Mary's County Board of Library Trustees at the Charlotte Hall Library.

Members present: Carolyn Guy, President; Jim Hanley, Vice President; Lynn Newkirk, Treasurer; Beth Roth; Janice Walthour; Sandi Haustein and Carole Romary;

Members excused:

Staff present: Michael Blackwell, Director; Mary Anne Bowman, Deputy Director; Phyllis Krasnokutsky, Administrative Assistant; Amy Ford, Lexington Park Branch Manager; Laura Boonchaisri, Publicity and Outreach Coordinator; Cecelia Thomas, Lexington Park Assistant Branch Manager; Belinda Lloyd, Leonardtown Library Associate; and Christine Keogler, Charlotte Hall Library Associate.

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**Comments from the Public** was postponed as the person who wished to speak had a family emergency.

**Hip Hip Hoorays** were presented to

- Belinda Lloyd for outstanding Ask Us Now services.
- Christine Keogler & Laura Boonchaisri for completing LATI training.

Cecelia Thomas was awarded her five (5) year pin.

**Voted to** approve the April 18, 2017 meeting minutes.

**President's Report**

**Voted to approve** the Expenditures Approval List (EALs): 04/16-2017 through 05/14/2017.

**Treasurer's Report**

- Distributed the May 2017 Treasurer's Report (*attached*)

**SMRLA Report**

- Still have Board member attendance issues
- SMRLA is encouraging advocacy for LSTA Funding with Congress.
- Charles County has launched their Mobile Library.
- SMRLA is looking into provided a program on media communications for Board Members and Library Directors.
- Big focus on the FY2018 Budget and what is a reasonable amount for SMRLA to keep in reserves as their fund balance has gotten rather large.
- The meeting with Library Directors has been scheduled for August.

**Director's Report by Michael Blackwell**

- Distributed: approved March 2017 minutes; FY2017 May business and statistic reports. *(Attached)*
- Michael reported on his attendance at the LATI graduation.
- The FOL donated \$40,000.00 to the Library at their annual dinner and \$20,000 will go towards Hoopla, \$11,000 to program, and \$3,000 to each branch.
- Provided updates on Foundation fundraisers in June 2017.
- Provided an update on the new Leonardtown Library and showed some slides of interior selections. Proposed a groundbreaking for some time in September 2017.
- eBook app is underway and there are two (2) libraries working with the vendor.
- Received good feedback on a FY2019 Capital Grant Request and will submit it by the end of this week.
- Distributed a copy of the new Library Logo.
- Staff had a good first week of the County Walk challenge.

**10:20 AM – Executive Session**

Adjourned at 11:30 AM

**Next Meeting:            June 20, 2017 at the Leonardtown Library**

**Executive Session Minutes**

MLA and ALA Discussion: Mr. Blackwell reported on Maryland Library Association support for St Mary's if requested and American Library Association advice about dealing with a threatened legal challenge from SafeLibraries. All future communication from SafeLibraries should be sent through our attorney.

Meeting Room Policies: Discussion of our attorney's response to threatened legal action about our procedures and our meeting room use. Confirmed all future communications would take place through our attorney. Mr. Blackwell reported back to board on security recommendations for 5/21/2017 from St. Mary's County Sheriff's Department. Discussion if closing library to public but leaving meeting room open was recommended. Voted to keep the Lexington Park Library open to the public on 5/21/17. No changes to meeting room policies made.