

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

Meeting Minutes

Date of Meeting: October 21, 2014

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

Members present: Joan Springer, President; Carolyn Guy, Vice-President; Carole Romary, Treasurer; Janice Walthour; Jim Hanley; Alan Dillingham, Lynn Newkirk

Members excused:

Guest: Lisa Brown, Murphy & Murphy, CPA

Staff present: Kathleen Reif, Director; Mary Anne Bowman, Deputy Director: Phyllis Krasnokutsky, Administrative Assistant; Catherine DiCristofaro, Charlotte Hall Branch Manager.

Staff Report: Catherine DiCristofaro reported on her attendance at the MD Library Leadership Institute.

Lisa Brown, of Murphy & Murphy, CPA, reviewed and presented the FY2014 Financial Statements.

Voted to approve the FY2014 Financial Statements as presented.

Voted to accept the minutes of the September 16, 2014 meeting as presented.

President's Report

Voted to approve the Expenditure Approval Lists (EALs): 9/26/14 and 10/10/2014.

Treasurer's Report

- October Treasurer's Reports distributed (*Attached*).
- Received the 2012-2013 McKay's Gold Card donation of \$3,258.36. It will be deposited in the Board's Vanguard account.

Southern Maryland Library Association (SMRLA) Report

- There was much discussion about SMRLA's authority to sign a sublease. It has been referred to their attorney to determine if SMRLA Board has the authority to sign a sublease.

Director's Report by Kathleen Reif

- Distributed: approved August 2014 minutes; FY2015 September business and budget reports (*Attached*)

Branch Manager Catherine DiCristofaro led a tour of the Charlotte Hall Library

- Leonardtown Renovation Update: For a variety of reasons (see attached discussion sheet), the Library Board decided not to pursue a temporary facility to be used during the renovation. Thus, the process will proceed on its current course of creating Construction Documents for a phased renovation. DPW Director George Erichsen informed Ms. Reif that the projected timeline to open construction bids is now March 2015, at the earliest. Ms. Reif has informed the Friends of the Library that they can remain in the shooting range until the March sale.

- Discussion of the Optimistic Realism 2015 plan and activities which were presented at the September meeting.

Voted to approve the OR15 Plan as presented at the September Meeting.

Voted to approve the OR15 activities as presented at the September Meeting.

- Solicitation Policy revision: further discussion of suggested changes

Voted to approve the revised Solicitation Policy as presented.

- **Updates:** Reviewed various upcoming dates and events...

11:00 – Board went into Executive Session to discuss a personnel issue.

11:30 Board resumed in open session.

11:30 Meeting adjourned.

Next Meeting: November 18, 2014 at the Lexington Park Library.