



**St. Mary's County Board of Library Trustees Meeting
9:30 AM Friday, September 8, 2023
Lexington Park Library**

The public may attend the meetings but should ask ahead of time to if they wish to speak (email mblackwell@stmalib.org or call 301-475-2151). People wishing to address the Board this month should ask beforehand and plan to come to the Leonardtown Library to address the Board virtually. The public may view the meeting remotely on the Library's YouTube channel: <https://www.youtube.com/c/StMarysCountyLibrary>.

- I. Call to Order, Establish Quorum
 - a. Present: Michael Dunn, Sharon Fitzsimmons, Judith Gwynn, John Johnston, Tressa Setlak, Dorothy Waters, John Walters
 - b. Absent:
- II. Approval of August 2023 minutes
 - a. Corrections/Questions
 - b. Motion to Accept: J Walters
 - c. Seconded: J Gwynn
 - d. Approved
- III. President's Report Michael Dunn
 - a. Approval of Monthly Expense Ledger: 8/1/2023-8/31/2023
 - b. Corrections/Questions
 - i. What are the Security Plug ins?
 - 1. Equipment for our firewalls
 - ii. Fee Cards
 - 1. Informational cards given out to all new library card holders
 - iii. Motion to Accept: J Johnson
 - iv. Seconded: J Walters
 - v. Approved
- IV. Treasurer's Report (not due till October)
- V. SMRLA Report John Johnston
 - a. Health retirement account change: Replaced Schwab account with 3 cash equivalent funds
 - b. Agreed to Hub City to outsource the ILL delivery system
- VI. Celebrations:
 - a. Hip Hip Hoorays: Bekka Barker, Kathryn Dailey, Sierra Brown, Brian Youngs, Mary Beth Kocianic
 - b. Milestones
 - i. Karen Alvey Retiring at 34 years
 - ii. Amy Ford – 20 years
- VII. Director's Report Michael Blackwell
 - a. Action Item
 - i. Discussion on the Health refund versus the Schwab contribution
 - 1. Health refund and Schwab contributions are not the same.
 - 2. The Health refund comes from the County based on health usage
 - 3. Schwab contributions are determined by the Board
 - 4. The Escrow account will have some prior year adjustments made during the audit which could change our Profit and Loss Statement. This will correct the Escrow account for the future.
 - ii. OPEB Investment Policy and Asset Strategy recommendations

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- iii. Asset Strategy recommendations decision
 - 1. Motion to accept policy as written: M Dunn
 - 2. Second motion: T Setlak
 - 3. Discussion
 - a. J Walters
 - i. does not like the 10% swing on page 3
 - ii. would like more stringent decisions on managers, would like 7 years
 - b. S Fitzsimmons
 - i. Did they drop Real Estate Equities - yes
 - ii. Increase in international equities have been doing better.
 - c. J Walters: Motion to Amendment item #6 and #7 on page from 4 to 7 years
 - i. Seconded: J Gwynn
 - ii. Vote:
 - 1. For: J Walters, J Gwynn
 - 2. Against: M Dunn, S Fitzsimmons, D Waters, J Johnson, T Setlak
 - iii. Motion does not pass
 - d. J Walters – Amend item #1 wants update to allow future use of a brokerage firm
 - i. Amendment to add a brokerage firm: J Walters
 - ii. Seconded: S Fitzsimmons
 - 1. Vote
 - a. For: all
 - b. Against
 - 2. Motion Passes
 - e. Approve this statement with the amendment
 - i. "Be a bank insurance company registered investment company (mutual fund) brokerage firm or investment advisor."
 - ii. confirmed
- b. Informational
 - i. FY24 Budget Review
 - 1. When do we get County and State payments
 - a. County is every other month, starting in August each year. The County provides us with a schedule.
 - b. The State is every other month, starting in August, usually mid-month.
 - 2. How is the Friends of the Library funds restricted
 - a. The Library has an MOU with the Friends
 - b. Staff development, not salaries, intern, supplies, furniture, programming
 - c. The Library provides the Friends with an accounting of what it was spent on.
 - ii. Mobile Library Update
 - 1. Nov 15-17 delivery date
 - 2. Soft launch maybe in December
 - 3. Ribbon cutting in January
 - 4. Recommend that we create a packet with all warranty information on the vehicle and contents
 - iii. Security
 - 1. J Walters moves to discuss this next month in a closed session
 - iv. Intellectual Freedom legislative and legal update
 - 1. 32 states have legislation attempting to restrict collections in public and school libraries
 - 2. Missouri has passed a law to restrict public libraries
 - 3. Texas passed a law on HB900 that restricted what publishers and booksellers can do in the state. They must rate all books in 3 categories: sexually explicit, sexually relevant, no rating
 - a. Texas has the power to change any rating given by a publisher

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- b. Blocked by a federal judge recently
- c. Texas is appealing
- 4. Illinois has a Right to Read Act
 - a. Bounds school libraries to the Constitution.

VIII. New Trustee Business

Michael Dunn

- a. Bolton Audit
 - i. Why does the trust contribution to the OPEB include both the cost that the Library contributes to Schwab and the amount that is paid towards the Retiree health costs.
- b. RFP for the strategic plan – any movement
 - i. Yes, we've had 4 questions that have been asked, but no bids yet.
- c. We've had someone approach the Library to donate stock
 - i. At this time, neither the Library nor the Friends or Foundation has the ability to accept the stock.
 - ii. The Library is in discussion with our accountants to determine what needs to be done to be able to take stocks in the future. It will require a review of our tax status.
 - iii. Community Foundations takes and holds funds and may be able to assist with this issue.
- d. Legislative Session – do we attend
 - i. Yes
 - ii. Should we look long term and start a process for funds to build a new Charlotte Hall Library
 - iii. Ideas to possibly use a store front or already standing building.
 - iv. 2028 the Library is expected to ask for capitol funds for Hall.
- e. M Dunn Requests that M Blackwell provide the Board with the Facilities Masterplan.

IX. Discussion

Next Meeting: October 13, Charlotte Hall Library
9:30 – 12:30

Dates to remember: Foundation Fundraiser: November 10 (Leonardtwn Library); Veteran's Day: November 11, Leonardtown.

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