

**Board of Library Trustees (Monday, September 21, 2020)****Members present**

James Hanley, Tressa Setlak, Carolyn Roth, Sandra Hauenstein, Janice Walthour

**Meeting called to order at 10:02 AM**

- Established a Quorum
- Celebrations
  - Anniversaries: Karen Olgetree, 15 Years; Kimberle Fields, 15 Years; Karen Alvey, 30 Years
  - Hip Hip Hoorays Amy Ford, AM Dillon, Amy Kirchofer & Mary Lee Russell for leadership in the branches during COVID Sara Stephenson for 3D printing during COVID, working with staff to bring virtual programming to customers Robert Palmer for getting our parking lot more WiFi accessible Mary Lee Russell - move, new building, lifetime achievement
- Approved of August 2020 Minutes
- President's Report  
Approved of EALS for 8/17/2020 through 9/20/2020 EALS 8.17.20-9.20.20.pdf (44 KB)
- Treasurer's Report T  
Treasurer's report accepted as provided.
- SMRLA Report  
They have found a replacement for SMRLA CEO who will start on 10/26/20. Hired a IT person to work remotely.
- Director's Report
  - FY2021 Budget looks to be on track for FY2021 expenses.
  - Use of Ballot Boxes at Charlotte Hall and Lexington Park Libraries, outside with video surveillance.
  - FOL and Foundation Update - FOL has an MOU to stay in their current site. They are working to resume operations. No Fall but definitely a Spring Book Sale. Foundation has had a meeting and approved a fundraising letter for distribution.
  - Possible Partnership with Health Department/Sheriff's office/SMCPS on Community Corrections Center. We will be working to provide free cards to members of that center to have access to library resources.
  - Audit expected in October in time for the November 1, 2020 deadline. We will provide a draft to the board as soon as possible.
  - Operations Update - expanded WIFI in the parking lots and continuing curbside. It is performing better than actual visits. We are looking to continue that service until we can get back to full operating hours. Expanding operations October 19 - extending time in building, small meeting rooms open, sunsetting Zoom phones We are not extending our open hours.
  - Long Term VERY tentative Plans - We MAY be able to go back to full hours, in person programming and open meeting rooms by January 2021. This is VERY dependent on the status of the Covid-19 virus.
  - Holiday Dates: Close Saturdays December 26, 2020 and January 2, 2021: Approved closing the library on these dates. 2021 Closures - No change in days we are closed from past years. Approved the holiday schedule for 2021.
- Next Meeting The next Board meeting will be Monday, October 19, 2020
- Dates to Remember
  - September 22 - State of the County being virtually held from the Leonardtown Library.
  - September 23 - Chamber Business After Hours -At the Leonardtown Library and is an in person event.
  - October 17 - 2020 Annual Conference for Maryland Friends, Trustees and Library Supporters (via Zoom)