

Board of Library Trustees for Caroline County
June 9, 2021 Meeting Minutes
Approved virtually August 17, 2021

The meeting was called to order at the Central Library, Denton large meeting room at 7 pm by President Caroll Visintainer.

Present were Caroll Visintainer, Steve Fleegle, , Terenda Thomas, Melissa Leonard, Bart Johnson, Tomas Davila, and Amy Brandt; along with Executive Director Debby Bennett and Assistant Director Jonah Owens.

Four community members were present.

Citizens' Time

Deputy Sheriff Steve Stouffer requested that the Board remove a statement from the American Library Association (ALA) that was on the Library's "Understanding Racism" web page. It included a sentence he felt put the nation's police in an unfair position.

Mr. John Courie requested that the Library maintain the "Understanding Racism" web page and all the resources provided to the community. Dr. Amanda Courie made a similar request.

Minutes

Tomas Davila moved that the April 14, 2021 meeting minutes be approved as written. Amy Brandt seconded the motion. It was unanimously approved.

Treasurer's Report

Ms. Bennett reviewed with the Board both the Balance Sheet and the Treasurer's Report, along with a projected end of the fiscal year Treasurer's Report. The reports were accepted to be filed for audit.

Staff Progress Report

Jonah Owens covered some of the highlights, including some of the very positive feedback staff have been receiving from returning library customers.

For Board Approval

- After a lengthy board discussion, Steve Fleegle moved that the ALA statement discussed earlier in the meeting be removed from the Library's "Understanding Racism" web page. Amy Brandt seconded the motion. It was approved with one opposed.

President Visintainer called for a brief recess at 8:20 pm. The four community members left the meeting.

President Visintainer called the meeting back to order at 8:27 pm.

For Board Approval continued

- Amy Brandt moved that the board approve the proposed open hours to begin September 6, 2021. Bart Johnson seconded the motion. It was unanimously approved.
- Steve Fleegle moved to approve the proposed revised Educational Assistance Program policy and application. Amy Brandt seconded the motion. It was unanimously approved.

- Amy Brandt moved to approve the proposed revised Meeting Room Policy. Bart Johnson seconded the motion. It was unanimously approved.
- Steve Fleegle moved to approve the Board's Procedure for Comments from Citizens at Library Board Meetings. Tomas Davila seconded the motion. It was unanimously approved.

Report of the Executive Director

- Federalsburg Branch exterior and interior repairs and maintenance have been completed recently. Central Library fascia replacement on the roof on the parking lot side of the facility was completed. North County Branch continues to suffer from roof leaks when it rains. Each time the Branch Manager emails the appropriate staff of Maryland Rural Development Corporation. Both Federalsburg and NCB have new signs.
- FY2022 state library capital grant for design of Central Library first floor renovation: Gant, Brunnett Architects will start work July 1, 2021.
- Central now has new meeting room tables to replace the 20+ year old tables. The old tables will be donated to the new youth center in Federalsburg. Mobile tables for the Central Library Makerspace have been ordered. We will be replacing Central & NCB public computer carrels with new mobile tables.
- Friends Of The Library's Annual Meeting is set for Thursday, June 10, 6 pm at Martinak State Park's amphitheater.
- Library's request for FOTL funding for FY22 includes a request for \$10,000 to help purchase new furniture for NCB's public area and FY23 includes a request for \$50,000 to help purchase new furniture for Central Library's first floor as part of the planned renovation.
- Ms. Bennett will be the Eastern Shore Regional Library Board President FY2022.
- The State Librarian is working on state legislation to revise the Statute regarding regional libraries. Ms. Bennett provided a copy of the current proposed wording.

At 8:55 pm Tomas Davila moved and Amy Brandt seconded the motion that the Board move into Closed Session to discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of appointees, employees, or officials over whom this public body has jurisdiction; any other personnel matter that affects one or more specific individuals. Authority: 2014 Md. Code, State Government 3-305(b)(1). The motion was unanimously approved.

Attendees: Visintainer, Thomas, Leonard, Johnson, Fleegle, Brandt, Davila, Bennett, Owens

At 9:15 Tomas Davila moved that the Board resume its open session. Terenda Thomas seconded the motion. The motion was unanimously approved.

The Closed Session was held in two parts: 1. Board, Ms. Bennett and Mr. Owens to discuss staffing of specific positions; and 2. Board discussion without Ms. Bennett and Mr. Owens regarding candidates to consider nominating to fill two board positions that will be open as of July 1, 2021.

Old Business

- Amy Brandt moved to approve the proposed revised FY2022 Operating Budget. Tomas Davila seconded the motion. The motion was unanimously approved.
- Ms. Bennett will email the Board members a copy of the FY2022 Capital Budget document she provided the Caroline County Commissioners.

New Business

- Dr. Visintainer discussed that this was Amy Brandt's and Terenda Thomas' last Library Board meeting, thanking them for their years of service. Ms. Bennett gave them each a Certificate of Appreciation from the Library.
- Election of new officers for FY2021
Amy Brandt moved that the following slate be approved with the understanding that the Treasurer position will be revisited at the August meeting. Bart Johnson seconded the motion. The motion was unanimously approved.
 - President: Dr. Caroll Visintainer
 - Vice President Mr. Steve Fleegle
 - Treasurer: Open
 - Secretary: Mr. Bart Johnson
- Amy Brandt made a motion to nominate Sara Minner Dahl and Kaleb Hignutt to the
- Caroline County Commissioners to be appointed for a first term July 1, 2021 – June 30, 2026. Steve Fleegle seconded the motion. The motion was unanimously approved.
- Amy Brandt made a motion to approve a new four year contract for the Executive Director. Tomas Davila seconded the motion. The motion was unanimously approved.
- The Board discussed preference of the meeting time of Board meetings and agreed that 5:30 pm is preferred. A light dinner will once more be provided by the Library starting in August, if all continues to go well regarding the COVID-19 pandemic.

At 10:25 pm Terenda Thomas moved to adjourn. Amy Brandt seconded the motion. The motion was unanimously approved.

Actions taken

- Approved the April 14, 2021 meeting minutes.
- Voted to remove an ALA statement from the Library's "Understanding Racism" web page.
- Approved the proposed revised open hours to begin September 6, 2021.
- Approved the proposed revised Education Assistance Program policy.
- Approved the proposed revised Meeting Room policy.
- Approved the Board's Procedure for Comments from Citizens at Library Board Meetings.
- Approved the proposed revised FY2022 Operating Budget.
- Approved the proposed slate of officers for FY2022.
- Approved the nomination of Sara Minner Dahl and Kaleb Hignutt to the Caroline County Commissioners to be appointed for a first term July 1, 2021 – June 30, 2026.

Dates of next meetings: Dates of Next Meetings: August 11, 2021; October 13, 2021; January 26, 2022, April 13, 2022