

Board of Library Trustees for Caroline County
October 15, 2025 Meeting Minutes
Approved January 21, 2026

The meeting was called to order by President Sarah Dahl at 6:01 PM at the Central Library, Denton 2nd Floor meeting room.

Present were: Sarah Dahl, Tamara Kelly-Molock, Melissa Leonard, Holly Trice, and Angela Visintainer; along with Executive Director Jonah Owens. Library auditor Roy Geiser with UHY, LLP was also present.

Board members Kaleb Hignutt and Tomas Davilla were not present.

Citizens' Time

There were no citizens present.

FY25 Audit

Auditor Roy Geiser reviewed the FY25 audit with the board, including the new GASB auditing standard. This is a draft copy of the audit. Melissa Leonard moved to approve the audit as presented. Tamara Kelly-Molock seconded the motion. It was approved unanimously. After answering questions from the Board, Mr. Geiser left the meeting.

Minutes

Angela Visintainer moved to approve the August 13, 2025 meeting minutes as presented. Holly Trice seconded the motion. It was approved unanimously.

Treasurer's Report

Mr. Owens reviewed with the Board both the Balance Sheet and the Treasurer's Report. The reports were accepted to be filed for audit.

CCPL Progress Report

Mr. Owens reviewed some highlights from the staff progress report, including staffing updates, programming, outreach, and technology updates.

For Board approval

- Mr. Owens presented the CCPL Educational Assistance Policy for board review and approval. Melissa Leonard moved to approve the policy. Angela Visintainer seconded the motion. It was approved unanimously.
- Mr. Owens presented a new tabling policy for board review and approval. Tamara Kelly-Molock moved to approve the policy. Holly Trice seconded the motion. It was approved unanimously.

Report of the Executive Director

- Mr. Owens provided a brief review of CCPL facilities and discussed a water seepage issue at the Central Library that has since been resolved.
- Mr. Owens reviewed the FY25 Annual Report with the board
- Mr. Owens discussed the most recent meeting of the Maryland Association of Public Library Administrators.
- Mr. Owens reviewed with the board a memo from the Maryland State Library Agency on the Maryland Values Act.
- Mr. Owens reviewed the success of the recent staff in-service day, held on Monday, October 13.
- Mr. Owens discussed his ongoing work on updating the strategic plan, including plans to hold focus groups in November.

- Mr. Owens discussed the closing of Baker and Taylor, the library's primary book supplier, and the status of the library's transition to Ingram.

Old Business

- No New Business

New Business

- No New Business

Melissa Leonard moved to adjourn the meeting. Tamara Kelly-Molock seconded the motion. It was unanimously approved. The Board adjourned at 7:34 pm.

Actions taken

Approved the August 13, 2025 meeting minutes

Approval of the draft audit as submitted

Approved the Educational Assistance Policy

Approved the Tabling Policy

Dates of Next Meetings: January 21, 2026; April 8, 2026; June 10, 2026; August 12, 2026.

Meetings are conducted in Open Session unless otherwise indicated. All or part of Library Board's meetings can be held in closed session under the authority of the state open meetings law by vote of the Board.