

**Board of Library Trustees
June 09, 2015 –Minutes**

Present:

Rene Cunningham, Vice President
Stewart Cumbo
Martha Grahame
Celeste Fort
Terese Wells

Carrie Plymire, Director
Beverly Izzi, Recorder

Absent:

Karen Eggert, President
Carolyn McHugh

Call to Order

Meeting called to order at 2:02pm by Vice President Cunningham.

Minutes

Mr. Cumbo moved to approve the minutes of the May 12, 2015 meeting as disseminated electronically, with corrections, Ms. Grahame seconded the motion. The motion passed unanimously.

President's Report

Vice President Cunningham reported that the SMRLA Board approved SMRLA's FY16 budget at their June 9 meeting. \$5,000 will again be granted to the public libraries to fund MLS degrees. There will not be an \$8,000 grant for staff development as DLDS is expected to grant another disbursement of LSTA funds in July 2015. The leases between SMRLA and St. Mary's County and St. Mary's County Public Library and St. Mary's County are still not complete but they should be in the hands of the attorneys by the end of the summer. Director Plymire shared that the director of St. Mary's, Kathleen Reif, has announced that she will retire in September.

Director's Report

FY15 Budget

Director Plymire shared the FY15 Budget with the Board of Library Trustees (BOLT). Expenses and income are being finalized for the year. Plymire reported several budget adjustments that moved unspent funds to equipment repair, hardcover and AV material accounts.

FY16 County Budget, Operating and Capital

Director Plymire reported that the BOCC has approved the FY16 Operating and Capital Budget; there were no changes to the library budget.

Director's Preliminary Written Report

Director Plymire reviewed highlights of her written report. She is still awaiting input from the county Purchasing department on the evaluation template for the Facilities Master Plan bid.

On June 11 Plymire will find out if she has been accepted to Leadership Southern Maryland.

The American Library Association Conference will be June 25-30, 2015 in San Francisco. Calvert Library is sending six staff members, three of whom will be part of a PLA pre-conference on outcomes and how public libraries can measure the affect that they have on their communities in a more meaningful way than our traditional method of counting transactions.

Hoopla and OneClick Digital will be added to the e-content that Calvert Library offers. These services are available 24/7 and will supplement the services already offered like the Overdrive digital library.

Staffing

Director Plymire noted that Maya Huchla began training in Prince Frederick on June 8. She will be a part-time Public Services Librarian in Children's at Fairview. Interviews will take place tomorrow, June 10, for the part-time position that opened when Teresa Piovesan moved from Southern to work full-time in children's at Prince Frederick.

Families Reading Together

Director Plymire highlighted a new partnership with the Detention Center. Incarcerated parents, all mothers in this pilot group, will be taking a parenting class provided by CareNet. As part of that parenting class, the Outreach Librarians will work with them on reading to their children. The idea is that the incarcerated parent will be recording themselves reading a book, that recording and a copy of the book will be sent home to their child. Susan Evans who is directing this project intends for the reading to be a positive bridge between the parent and child.

Walgreens in Lusby is planning to hold a community carnival to raise funds that will be donated to the Library to support early literacy.

Old Business

No old business at this time.

New Business

Budget adjustment from Contracted Services

Ms. Grahame made a motion to approve the move of \$8,000 from Contracted Services to A/V. Ms. Wells seconded the motion. The motion passed unanimously.

Strategic Plan

"Inspire Possibility" is the new vision for Calvert Library.

Director Plymire reviewed the Goals and Objectives of the draft FY15-18 Strategic Plan with the BOLT.

Mr. Cumbo made a motion to approve the Goals and Objectives of the FY15-18 Strategic Plan. Ms. Fort seconded the motion. The motion passed unanimously.

EAP Provider

Director Plymire proposed a change in Employment Assistance Provider (EAP) for the library. The BOLT reviewed a chart of services provided by several EAP plans. The current contract expires in August 2105 and Plymire has already given written notice to our current provider, in accordance with their 90 day notification requirement, that Calvert Library will not be renewing its contract.

Ms. Fort made a motion directing Director Plymire to proceed in selecting an EAP provider by August 2015. Ms. Grahame seconded the motion. The motion passed unanimously.

Reports

Friends of the Library

Ms. Grahame shared that the Friends made \$2,117 at the one day book sale. She noted that there were many coupons for free books redeemed by students from Barstow and Calvert Elementary Schools.

SMRLA

Nothing was added to Vice President Cunningham's earlier report.

Foundation

Ms. Grahame reported that plans are progressing for the Foundation Awards dinner which will be on September 19, 2015. It will be held at St. John Vianney's Family Life Center.

Announcements/Other

There were no announcements.

Vice President Cunningham adjourned the meeting at 3:16pm

Next Meeting – August 11, 2015 at the Prince Frederick at 2pm