

Agenda
Board of Library Trustees
February 12, 2019 at 2:00 pm
Calvert Library Prince Frederick

Call to Order

Approval of Agenda

Approval of Minutes of January 8, 2019 meeting

President’s Report

Guests:

Jennifer Moreland, Community Resources

Update Payroll Function Transfer (with Colleen Cano)

Scott Deacon, President Library Foundation

Unfinished Business

Update: Staff Handbook committee

BOLT Policy for Advertising for Trustee Position

Fine Free

Placeholders

Staff Salary Study

MOU

Sunday Hour

Meet with BOCCs

Report on Action items from previous meeting

Item	Responsible Party	Due Date	Complete?
Provide sample of minutes Action Items insert	Kip	15 Jan 2019	Yes
Finalize minutes of December Exec. Sessions	Robyn	20 Jan 2019	Yes
Recommend citizens to be interviewed by Ivy Group	All	22 Jan 2019	partially

New Business

Donated Leave Policy

Director’s Report

Director’s preliminary written report

FY19 Budget

Reports

Friends of the Library-Martha

SMRLA -Delores

Foundation –Kip

Announcements/Other

SoMD Delegation Reception is February 28, 2019

Executive Sessions – To address unpaid leave request. Closed to the public pursuant to Section 3-305 of the State Government Article of the Annotated Code of Maryland

-Personnel Matter [3-305(b)(1)] Board will discuss the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction.

Reconvene in open session and vote on approval or disapproval of request

Next Meeting – Tuesday, March 19 at 4pm at Calvert Library Twin Beaches Branch

Public Comment *There is a time limit of 5 minutes per speaker. No additional minutes or allotting unused minutes to another speaker will be permitted. Advance permission is required to videotape, televise, photograph, broadcast or record meetings of the Board of Library Trustees.*

Adjournment