

Agenda
Board of Library Trustees
April 16, 2019 at 4:00 pm
Calvert Library Prince Frederick

Call to Order

Approval of Agenda

Approval of Minutes of March 19, 2019 meeting

President's Report

MOA between BOCC and North Beach
 Staff Handbook Progress
 By-laws Review Progress

Unfinished Business

Proposed BOLT Secretary position & formation of executive committee

Action Items from Previous Meeting(s)	Responsible Party	Due Date	Complete?
County Financial Disclosure forms returned to Paulita Gross	BOLT members	ASAP	In Progress
BOLT Bylaws in findable location under Trustees on library web site	Ms. Willson	ASAP	Yes
Staff handbook revisions to BOLT for review	Board Sub-Committee	April 15	In Progress
MD Library Trustee bylaws review - submit feedback to Ms. McHugh	Each BOLT member	4/16/19	In Progress
Discuss nuance of parking lot/reversion with Capital Grant coordinator	Ms. Willson	April meeting	Yes
Letter recommending Ms. Grahame's reappointment to the BOCC	Ms. McHugh	ASAP	Yes
Revisit having an attorney on retainer for the Library/BOLT	Ms. McHugh and Ms. Willson	4/16/19 – defer to 5/21	In Progress

New Business

Director's Report

Director's preliminary written report
 FY19 Budget
 SWOT Analysis (part of strategic plan process)
 Fine Free update
 Statewide Salary Survey & Minimum Wage Law

Reports

Friends of the Library- Ms. Grahame

SMRLA – Mr. Crupi
Foundation – Mr. Crupi

Executive Session – 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.

Announcements/Other

Headshots for BOLT members will be taken by a professional photographer directly following the April board meeting.

May 1-3 - MD Library Association Conference in Cambridge

May 14, 1:00 - BOCC Lunch and Learn – at Calvert Library Prince Frederick

May 21 - Fine-free presentation to BOCC – morning BOCC meeting

Next Meeting – Tuesday, May 21 at 4pm at Calvert Library Prince Frederick

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