

Agenda
Board of Library Trustees
July 23, 2019 at 3:00 pm
Calvert Library Prince Frederick

Call to Order

Approval of Agenda

Approval of Minutes of June 18, 2019 meeting

President's Report

MOA between BOCC and North Beach

Unfinished Business

Attorney recommendations – Kip At Lee

Revised Staff Handbook

Fine Free – pilot program report

Action Items from Previous Meeting(s)	Responsible Party	Due Date	Complete?
Bylaws committee report	McHugh, At Lee, Crupi	TBD	In Progress
Secure 2 hour meeting time for BOLT meetings	Staff	11/1/19	

Action Items	Responsible Party	Due Date	Complete?
Bylaws committee report	McHugh, At Lee, Crupi	TBD	Committee will not start meeting until Handbook is complete
Secure 2 hour meeting time for BOLT meetings	Staff	11/1/19	
Recommendation for Library Attorney – 3 names and rationale	At Lee	7/23/19	
Lessons Learned document from Exec Director – Annual Goal #5	Willson	6/18/19 7/23/19	
Polished presentation on efficacy of Fine-free pilot program	Willson	7/23/19	yes
Final recommendations for Staff Handbook	Willson	7/2/19	yes
Budget Adjustment memo to BOCC via Tim Hayden	Willson	7/2/19	yes
Contract with Salary Study consultant	Willson	ASAP	In process
Change date of Fine-Free presentation to BOCC	Willson	ASAP	Yes – August 20

New Business

Crisis Communication exercise

Director's Report

Director's preliminary written report
FY19 Budget
FY20 Budget
Lessons learned document – Director's goals

Reports

Friends of the Library- Ms. Grahame
SMRLA – Mr. Crupi
Foundation – Mr. Crupi

Announcements/Other

October 26, 2019 – Citizens for Maryland Libraries and Trustees Meeting – Pratt Library
August 20, 2019 – Fine-free Presentation to BOCC 10:15? – Commissioners Hearing Room

Next Meeting – Tuesday, August 20 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