

**Board of Library Trustees
January 21, 2020 at 4:00 pm
Calvert Library Prince Frederick
Minutes**

Present:

Catherine Grasso, Vice President
Delores Brown
Martha Grahame
Jeffrey Lewis
Ron Crupi
Carrie Willson, Executive Director
Beverly Izzi, Recorder

Absent:

Carolyn McHugh, President
Kip At Lee, Secretary

Call to Order:

Meeting called to order at 4:03pm by Vice President Grasso.

Approval of the Agenda

Ms. Grahame made a motion to adopt the agenda as presented. Ms. Brown seconded the motion. The motion passed unanimously.

Minutes

Ms. Brown motioned to approve the minutes from the December 17, 2019 Board of Library Trustees (BOLT) meeting as disseminated and amended. Mr. Lewis seconded. Motion passed unanimously.

President's Report

Vice President Grasso led the BOLT meeting in President McHugh's absence.

Unfinished Business

No unfinished business at this time.

New Business

Election of Officers

Ms. Grasso nominated Mr. At Lee for the position of BOLT Secretary. Ms. Grahame made a motion to elect Mr. At Lee as BOLT Secretary by unanimous consent. Mr. Lewis seconded the motion. Motion passed.

Ms. Brown nominated Ms. Grasso for the position of BOLT Vice President. Ms. Grahame made a motion to elect Ms. Grasso as BOLT VP by unanimous consent. Mr. Lewis seconded the motion. Motion passed.

Ms. Grasso nominated Ms. McHugh for the position of BOLT President. Ms. Grahame made a motion to elect Ms. McHugh by unanimous consent. Mr. Lewis seconded the motion. Motion passed.

2020 BOLT Officers

President – Carolyn McHugh

Vice President – Catherine Grasso

Secretary – Kip At Lee

Director's Report

Director's preliminary written report

ED Willson reviewed the legislation affecting libraries in Annapolis. One piece of legislation arose from the controversy in Anne Arundel County about the naming of the new Annapolis library. ED Willson stated that she is working on drafting a naming policy for Calvert Library. BOLT members agreed that is an important policy to have in place.

FY20 Budget

ED Willson noted that the A/V budget is being spent more regularly this year and that the mileage expenditures have increased due to delivery of portable storytime packets to childcare centers. Revenue continues to be received at the same pace as previous months and is lower than at this time last year due to fine-free. Ms. Brown would like to know if items are still being returned at a reasonable rate after going fine free.

Twin Beaches project update

ED Willson shared that a Purchase Order for the architectural work on the Twin Beaches Branch is imminent. Colimore Architects had the lowest bid.

Strategic Plan Draft

ED Willson would like input from the BOLT regarding the draft Strategic Plan by January 28. This Plan will be a guide for the work the library does.

ED Willson shared one of the presentations from the winter MAPLA meeting. Dr. McCrary, from the National Science Board, spoke about the need for “Blue Collar” STEM training as a alternate path to the middle class (e.g. electricians, welders, IT) as there are unfilled jobs in these fields. The need is particularly felt in the Maryland’s defense industry. Willson noted that career and college prep is one of the strategic goal areas and she is planning to bring him to a staff meeting. If he does come, the BOLT would like to attend that meeting.

Annual Report Draft

The BOLT liked the tri-fold design. Suggestions were made about alphabetizing the boards and the arrangement of the BOLT members.

Action Items

Action Items	Responsible Party	Due Date	Complete?
Compensation Study – working group	Willson, Crupi	July 2020	In process
Report on return rate of materials	Willson	February 18	
Naming Policy for Calvert Library	Willson	February 18	

Reports

Friends of the Library

Ms. Grahame noted that the Friends of the Library had a Winter Book sale that was held January 9-11, 2020. Friends made \$3126 at this sale.

Membership renewal is underway. This can now be done electronically.

The Friends will be providing food for the Smithsonian “Water/Ways” Exhibit opening on Saturday, January 25. The Friends Annual Meeting, Wednesday, February 12: 7pm-8pm, will highlight the Smithsonian "Water/Ways" exhibit. They will have presentations of poetry inspired by water-themed art that has been on display at PF. Poetry books and art will be for sale with a portion of the proceeds to benefit Friends of Calvert Library.

Ms. Grahame also shared that Poe House has become Maryland’s First Literary Landmark. A reception was held last Saturday and was well attended. Pat Hofmann, Citizens for Maryland Libraries (CML) President and former Calvert Library Director spoke at the event. Having the Poe House dedicated as a literary landmark was a joint effort of CML, MLA, and MD Humanities.

SMRLA

Mr. Crupi attended the latest SMRLA meeting. He shared that Sharan Marshall, CEO of the Southern Maryland Regional Library Association (SMRLA) will be retiring in April. The SMRLA Board is beginning their search for a new CEO. Mr. Crupi also shared information about Ms. Marshall’s legislative update to the SMRLA board.

Foundation

Mr. Crupi noted he missed the last Foundation meeting due to illness. ED Willson added that the Road Rally has been put on hold indefinitely and will not be held April 4. Mr. Crupi added that they are looking into holding an awards dinner instead.

Announcements/Other

January 19 1:00 Dedication of Poe House – MD’s first literary landmark

January 25, 10:00 am Kickoff of Waterways Exhibit

February 5 Maryland Library Legislative Day in Annapolis

March 4 Jason Reynolds 6:30 at Calvert High

There was no public comment.

Adjournment

Vice President Grasso adjourned the meeting at 5:01pm.

Next Meeting

The next meeting will be on February 18, 2020, 4pm at Calvert Library Prince Frederick.

Respectfully submitted,

Beverly Izzi