

**Board of Library Trustees
Special Meeting
July 07, 2020 at 4:00 pm
Online via Zoom
Minutes**

Present:

Carolyn McHugh, President
Delores Brown
Kip At Lee, Secretary
Martha Grahame
Carrie Willson, Executive Director
Beverly Izzi, Recorder

Absent:

Catherine Grasso, Vice President
Ron Crupi
Jeffrey Lewis

Call to Order:

Calvert County Board of Library Trustees (BOLT) meeting called to order at 4:04pm by President McHugh.

Approval of the Agenda

Ms. Brown moved to approve the agenda. Ms. Grahame seconded the motion. Motion passed unanimously.

President's Report

President McHugh stated that the BOLT meeting schedule for FY21 was shared electronically. All agreed that the October meeting be moved to the second Tuesday due to the MD Library Association annual conference scheduled for the third week of October.

Unfinished Business

Re-opening plan – Stage 4

The draft Stage 4 re-opening plan was shared by Executive Director (ED) Willson prior to the meeting.

Ms. Grahame made a motion to approve Re-opening plan – Stage 4 with the understanding that masks must be worn over both nose and mouth. Ms. Brown seconded the motion. Motion passed unanimously. ED Willson will insure that the plan language explicates what constitutes proper use of a face covering.

New Business

BOLT Equality Policy

ED Willson electronically shared the BOLT Equality Policy draft.

Mr. At Lee and Mr. Lewis with the help of President McHugh authored the proposed BOLT Equality Policy.

Ms. Grahame moved to accept the BOLT Equality Policy to be placed in the BOLT Trustee Handbook and on the Calvert Library website in its entirety. Ms. Brown seconded the motion. Motion passed unanimously.

Allocation of MD State per-capita increase

ED Willson shared her proposed allocation of the MD State per-capita funding increase of \$30,748. ED Willson stated that by January 2021 they would know whether spending funds on comfortable seating for the Prince Frederick library was a timely investment based on the pandemic.

Mr. At Lee made a motion to approve the suggested allocations. Ms. Brown seconded the motion. Motion passed unanimously.

Announcements

There were no announcements at this time.

Public Comment

No public comment at this time.

Adjournment

President McHugh adjourned the meeting at 4:22pm.

Next Meeting

The next meeting will be on Tuesday, July 21, 2020 at 4pm via Zoom if there is business to be discussed. President McHugh will make that determination.

Respectfully submitted,

Beverly Izzi