

Calvert Library
Agenda – Board of Library Trustees
January 19, 2021 at 1:00 pm -- Online via Zoom
Annual Meeting

Call to Order & Welcome of Guests

Approval of Agenda

Approval of Minutes December 15, 2020

Acting President’s Report

- Review of current BOLT membership
- Proposal for Officer Elections
- Proposed Candidates Procedure – (will be sent to BOLT via email)

Unfinished Business

- Development Officer position update

New Business

- BOLT representatives to the SMRLA Board
- Proposed amendments to Bylaws and Trustee Handbook regarding Trustee nominations
- Officer Elections

Director’s Report

- Director’s written report
- Current COVID procedures and plans
- FY21 Budget – progress report

Action Items from prior meetings	Responsible Party	Due Date	Complete?
Return Rates	Willson	quarterly	n/a until post-pandemic
Stage 5 Re-opening plan	Willson	TBD	n/a
Salary Study – front-line staff	Willson	July 2021	n/a

Reports

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

Announcements/Other

Recognition of Retiring BOLT President – at resumption of public meeting on January 26 at noon

- Library Legislative Days Briefing – January 14 9:00 am via Zoom
- Panel Discussion with Legislators January 28, 8:30 am— via Zoom (link TBD)

Next Meeting – February 16, 2021 at 4:00pm via Zoom

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 to Executive Session for BOLT Interviews –

If the BOLT votes to adjourn to Executive Session, it will be closed to the public pursuant to Section 3-305 of the State Government Article of the Annotated Code of Maryland
-Personnel Matters [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.

The Executive Session is planned to be conducted in two parts, beginning at this time, then to be temporarily adjourned to January 26 from 10-12. (This may be amended when the interview schedule is finalized.) At the end of the second session, the BOLT will return to the Public meeting.

Adjournment – this public meeting will be adjourned on January 26, 2021 when the continued Executive Session is adjourned and the BOLT returns to open session.