

Calvert Library
Agenda – Board of Library Trustees
March 16, 2021 at 4:00 pm -- Online via Zoom

Call to Order & Welcome of Guests

Approval of Minutes February 16, 2021

President’s Report

Upcoming meeting dates

Unfinished Business

New Business

Vacation leave roll-over for FY22
Staff Handbook – Probationary Period
Staff Handbook - Hiring
Inter-library loan - fines
COVID standards updates

Director’s Report

Director’s written report
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
Development Officer	Willson	ASAP	

Reports

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

Announcements/Other

Next Meeting – April 20, 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.*

Executive Session – 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.

Adjournment