

**Board of Library Trustees
February 16, 2021 at 4:00 pm
Online via ZOOM
Minutes**

Present:

Jeffrey Lewis, President
Ron Crupi, Vice President
Kip At Lee, Secretary
Doug Alves
Martha Grahame
Rachel Jones
Wilson Parran
Carrie Willson, Executive Director
Beverly Izzi, Recorder

Call to Order:

Meeting called to order at 4:00pm by President Lewis. President Lewis welcomed everyone.

Minutes

Mr. Parran made a motion to approve the minutes from the January 19 and 26, 2021 Board of Library Trustees (BOLT) meeting with revisions. The motion also included approval, as disseminated, of the minutes from the January 19 and 26, 2021 Executive Session. Ms. Grahame seconded the motion. Motion passed unanimously.

President's Report

President Lewis welcomed new BOLT members Mr. Doug Alves and Ms. Rachel Jones.

Unfinished Business

Proposed amendments to Bylaws and Trustee Handbook regarding Trustee nominations

Ms. Grahame made a motion to amend the Bylaws and Trustee Handbook regarding Trustee nominations as proposed. Mr. At Lee seconded the motion. Motion passed unanimously.

New Business

Adding State per-capita increase to the FY22 Budget request

ED Willson shared that County Finance would like to include the per capita increase that is in the Governor's FY22 budget to the staff recommended budget, this figure can be adjusted if the amount changes. She noted that if the amount included in the state budget is less for any reason, the budget line-items can be reduced; the county would not be responsible for making up the difference. ED Willson noted that the Operating Agreement with Calvert Government would be adjusted to reflect this new practice. ED Willson proposed that the projected increase for FY22, \$21,468, be added to Contracted Services to be used for special projects and possibly toward a contract for a Development Officer.

Mr. At Lee made a motion to accept the amendment to budget with the understanding discussed. Mr. Parran seconded the motion. Motion passed unanimously.

Director's Report

Director's preliminary written report

ED Willson welcomed new supervisors Lisa Wieland for Calvert Library Mobile Services Supervisor and Maria Jolley as the Network Supervisor. She noted that Calvert County COVID-19 positivity rate is down in the 3% range. Calvert Library staff are starting to receive vaccinations through appointments at drug stores and the mass vaccination sites.

ED Willson noted that Chromebooks are available now and circulating to customers.

Legislative Update from Annapolis:

Ebook Bill which would require publishers to sell to libraries at the same time as the commercial market is moving out of committee in the next few weeks. Building Lifelong Learners Act of 2020 made it through veto overrides in the House and Senate and becomes law on March 8, 2021. Since Calvert Library is already fine-free, this does not impact us. There are a few details with the ILS (Integrated Library Software – our catalog) that may need to be changed once St. Mary's and Charles Counties decide how they are going to implement being fine-free for minors. The other parts of the bill, increase to Capital Grant funding and per capita increases for the State Library Resource Center (SLRC) will be in the Governor's FY23 budget.

ED Willson noted that the Library will be hiring a systems administration person soon to complete the staffing of our IT department. The BOLT verbally affirmed flexibility in starting pay for this position as long as it was feasible within the confines of the salary budget.

ED Willson shared children's programming plans. STEAM kits will be ready to be distributed this week.

FY21 Budget – progress report

ED Willson shared FY21 budget expenditures electronically with the BOLT. There were no questions at this time.

Action Items

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 noted that renewals for the Friends of Calvert membership were sent out. There will be a short annual meeting at 6:30pm Wednesday night. She shared that people are still donating books to the Friends and buying books from the Friends store.

SMRLA

Mr. Crupi shared that Southern Maryland Regional Library Association Board's annual corporate meeting is scheduled for March 9 at 10:00 via Zoom. All Calvert Library Board members are invited to attend as they are members of the Corporation.

Foundation

Mr. Crupi reported that the Foundation will have a meeting tonight. They are planning an art auction for April 17, online. He also noted that the Foundation will hold an online Christmas in July auction. The events will support the building of the new Twin Beaches Branch. He shared that the Foundation Board is looking for new members.

Announcements/Other

No announcements at this time.

Public Comment

No public comment at this time.

Adjournment

Motion to adjourn made by Mr. Alves. Motion seconded by Ms. Jones. Motion passed unanimously.

Next Meeting

The next meeting will be on Tuesday, March 16, 2020 at 4pm via Zoom

Respectfully submitted,

Beverly Izzi