

Board of Library Trustees
May 11, 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 4:01pm by President Lewis.

Minutes

Mr. Parran made a motion to approve the minutes for the April 20, 2021 Board of Library Trustees (BOLT) meeting. Mr. At Lee seconded the motion. Motion passed unanimously.

President's Report

President Lewis welcomed all to the BOLT meeting.

Unfinished Business

No unfinished business at this time.

New Business

Change to Staff Handbook – mobile services hiring process

Executive Director (ED) Willson proposed a modification to the Staff Handbook that would remove an out-of-date requirement for the top Mobile Services candidates to ride along with current staff for a full day before being offered a position.

Mr. At Lee moved to remove this requirement. Mr. Parran seconded the motion. Motion passed unanimously.

Director's Report

Director's written report

ED Willson shared that Calvert Library has hired a new public services librarian in mobile services, 2 public services librarians in children's and 4 substitutes. The Board of County Commissioners (BOCC) have included a step increase for county (and library) employees but no COLA in their FY22 budget.

ED Willson noted that one of the proposed methods for increasing access to the internet, TV Whitespace, will not work in this county as it requires more access to nearby fiber than we

currently have. Mr. Parran attended the MLA conference and particularly enjoyed a program on digital inclusion that spoke about the lack of broadband in different areas in Maryland. He affirmed that expanding broadband is a worthwhile project.

Mr. At Lee noted that he had completed the Dismantling Institutional Racism course and found that training both worthwhile and one of the better ones he has done on the topic.

FY21 Budget – progress report

ED Willson shared FY21 budget expenditures electronically with the BOLT. In response to a question, Willson affirmed that physical material purchasing is lagging but that all funds will be expended by the end of the year. She stated that even if FY21 dollars need to be spent on digital materials it will leave money in the FY22 budget for additional print materials when the publishing industry picks up again.

ED Willson noted that the Southern Maryland Regional Library Association (SMRLA) approved the funding for RFID. No word yet on the timeframe for implementing that technology.

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	RFP - July 2021	Statewide effort underway
Development Officer	Willson	RFP - July 2021	RFP in process

Reports

Friends of the Library

Ms. Grahame noted that the Friends of Calvert will have a meeting this week. The Friends are still planning a book sale in September. And a tentative date has been held in November for a Pub Quiz.

SMRLA

Mr. Crupi shared that the SMRLA Board met today, May 11. He echoed the fact that SMRLA approved the funding for RFID. There was a discussion about the SMRLA Board make-up under the proposed Regional Code revisions to State Law.

Foundation

Mr. Crupi reported that the Foundation had a meeting last month. Interviewing possible new board members. They held a debrief of the Art Auction.

Announcements/Other

Ms. Grahame noted that upcoming programs with Calvert Library are very interesting.

Next Meeting

The next meeting will be on Tuesday, June 15, 2020 at 4pm via Zoom

Public Comment

No public comment at this time.

Adjournment

Meeting adjourned at 4:33pm

Respectfully submitted,

Beverly Izzi