

**Calvert Library**  
**Agenda – Board of Library Trustees**  
**May 16, 2023 at 4:00 pm – via Zoom**

**Call to Order & Welcome of Guests**

**Approval of Minutes** April 11, 2023 Regular Meeting

**President’s Report**

**Unfinished Business**

Foundation Capital Campaign – Scott Deacon, President, Calvert Library Foundation

**New Business**

- End of Year Budget Adjustments
- COVID Policy update – End of Public Health State of Emergency
- 2023 Staff Day – October 27
- Allocating Per Capita increase FY24
- Comp time – Staff Handbook – new policy

**Director’s Report**

- Director’s written report
- Twin Beaches Branch update
- Dunkirk Master Plan Revisions
- How the library catalogs and classifies materials
- Director’s Goals update
- FY23 Budget – Period 10 report

<b>Action Items from prior meetings</b>	<b>Responsible Party</b>	<b>Due Date</b>
Calvert Library Foundation – Campaign proposal	Foundation Board	today
FY 24 budget for fuel	Finance	unknown
Director’s goals update	ED Willson	August 2023

**Reports**

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

**Announcements/Other**

**Next Meeting** – June 20, 2023 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**