

**Calvert Library
Board of Library Trustees
October 17, 2023 at 4:00 pm – Calvert Library Fairview Branch
Minutes**

Present:

Jeffrey Lewis, President
Ron Crupi, Vice-President
Kip At Lee, Secretary
Wilson Parran
Martha Grahame
Carrie Willson, Executive Director
Emily Mudd, Recorder

Call to Order

President Lewis called the meeting to order at 4:02pm.

Approval of Minutes

Mr. At Lee moved to approve the minutes of the September 19, 2023 Regular Meeting. Mr. Parran seconded. The motion passed unanimously.

President's Report

MOU with Friends of Calvert Library has been signed by the Friends President, Laura Alison and Mr. Lewis.

Unfinished Business

Time to Care Act Collaborative

Ms. Grahame motioned that the memorandum of agreement to join the MACo/MABE/MMA Collaborative be signed by President Lewis. Mr. Parran seconded. The motion passed unanimously.

Materials Selection Policy update

With the removal of the one bullet in question and addition of the two bullets as discussed, Mr. Parran motioned the approval of the Materials Selection Policy update. Mr. Crupi seconded. The motion passed unanimously.

Privacy Policy Updates – carry until November

ED Willson will reach out to the County Attorney to see whether he is willing to weigh in or declines to offer an opinion. The final disposition of the patron record disclosure policy will be decided in November.

New Business

Policy Reaffirmation – Expression of Viewpoints Disclaimer

Mr. At Lee moved to approve the reaffirmation of the Expression of Viewpoints Disclaimer. Mr. Crupi seconded. The motion passed unanimously.

Director’s Report

Director’s written report

ED Willson will email an update to the Board of Library Trustees (BOLT) regarding Mobile Services.

The landlord at Southern Branch has asked the County not to have a bus stop on their property any longer. Jennifer Mooreland is pushing back on this and the BOLT will be notified if she needs further support.

ED Willson shared that Calvert Library’s Social Media policy is being re-visited. Ms. Truslow has looked into the matter and we do not have limited public forum rights online. This means that we cannot hide posts that contain profanity. Some choices will be made about whether users from all over may participate on our Social Media accounts or whether it will be limited to Calvert County residents, users, and followers.

Twin Beaches Branch Update

ED Willson shared Lisa Railey’s report that the Foundation has received \$206,000 in donations for the new Twin Beaches branch. With the amount pledged the campaign total comes to \$370,000. This is getting close to the \$500,000 goal! ED Willson reminded the board members send their pledge sheets to Lisa Railey. Payroll deduction has been figured out so that Calvert Library staff who wish to make larger donations over time can participate in giving more easily.

FY23 Budget – Period 12 report – not available yet

FY24 Budget – Period 3 Report - no questions about the report on YTD expenditures.

ED Willson expects Calvert Library to be on the Board of Commissioners agenda sometime in November to formally request additional staff for the new Twin Beaches branch.

FY25 Budget

ED Willson has been working on the FY25 budget. There are a number of items that will need to be added to the budget for the new Twin Beaches location, i.e. window washing.

President Lewis commended the beautiful tile mural at the Prince Frederick location.

Action Items from prior meetings	Responsible Party	Due Date
Privacy Policy Updates	County Attorney & ED	November 2023

Reports

Friends of the Library

Ms. Grahame reported that the upcoming Pub Quiz will take place on November 17th and Commissioner Hance will be the emcee.

The Friends of the Library (FOL) will be gifting \$35,000 to the new Twin Beaches branch.

The FOL paid for the new rugs at the front doors at Prince Frederick and purchased bags for the library to sell. They paid for new book cases for the used book sale at Prince Frederick, the reception for new mural at Prince Frederick and will pay for the reception for the Waterways Project book.

SMRLA

Mr. Crupi reported that SMRLA had a clean audit. He thanked Ms. Grahame for her years of service on the SMRLA Board of Trustees. Per the new state law, each of the three counties now have two representatives on the SMRLA board. There are currently two commissioners on the Board from Charles County. One will need to step down so that a community member can join. There was much discussion about the Time to Care Act presentation at the last SMRLA Board meeting. Mr. Crupi reported that Office 365 has been successfully rolled out.

Foundation

ED Willson reported that there is a meeting of the Foundation this evening. They are process of planning a VIP reception which will be held on the Wednesday before the ribbon cutting for the new building. The Foundation voted to allocate the planned \$350k to special needs for the new Twin Beaches Branch. ED Willson is managing that budget.

Announcements/Other

Citizens for MD Libraries Annual Meeting – October 21 @ Bowie Branch of PGCMLS

Friends of Calvert Library Pub Quiz – November 17

The November 21st meeting of the BOLT will be in person at Prince Frederick rather than via Zoom as previously planned.

Next Meeting

November 21, 2023 at Prince Frederick

Public Comment

None

Adjournment

President Lewis adjourned the meeting at 4:46pm.

Respectfully submitted,
Emily Mudd
Recorder