Calvert Library

Agenda – Board of Library Trustees

**February 20, 2024 at 4:00 pm – via Zoom**

# Call to Order & Welcome of Guests

**Approval of Minutes** January 16, 2024 Regular Meeting

**President’s Report**

**Special Presentation** – Community Needs Assessment for adult programming – Jen Seidel, Public Services Librarian II, Calvert Library Prince Frederick

**Unfinished Business**

Staff Handbook – Weather Closings

Election of Officers for 2024

FY23 Annual Report Draft

**New Business**

**Director’s Report**

Director’s written report

Twin Beaches Branch update

FY24 Budget – Period 7 report

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| **Action Items from prior meetings** | **Responsible Party** | **Due Date** |
| Equity Statement – proposed revision | ED Willson & staff team | March 19 |

**Reports**

Friends of the Library- Ms. Grahame

SMRLA – Mr. Crupi

Foundation – Ms. Willson

**Announcements/Other**

Save the Date – April 9 Tri-County Board Retreat (would replace April Board meeting)

Calvert Library Twin Beaches Branch Ribbon Cutting – April 16

**Next Meeting –** March 19, 2024 at Calvert Library Southern Branch

**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.*

**Adjournment**