

Calvert Library Board of Library Trustees
Minutes May 20, 2025
5:30 pm – via Zoom

Rachel Jones, Vice-President
Kip At Lee, Secretary
Doug Alves
Ron Crupi
Renee Liberatore
Carrie Willson, Executive Director
Sandy Hunting, Recorder

Call to Order & Welcome of Guests

As President Lewis was unavailable, Ms. Jones called the meeting to order at 5:34pm.

Approval of Minutes

Mr. Crupi moved to approve the minutes of the April 15, 2025 Regular Meeting. Ms. Liberatore seconded. The motion passed unanimously.

President's Report

None

Unfinished Business

None

New Business

Hoopla – discontinue in FY26

ED Willson reported that the library needs to make the difficult decision to discontinue Hoopla due to budgetary constraints. St. Mary's and Charles Counties will also be discontinuing their subscription. Marketing will be sent to current Hoopla users encouraging them to explore Libby and will be coordinated between the counties. Mr. At Lee suggested that periodicals available through Libby also be highlighted in the marketing materials. Mr. At Lee moved to endorse the operational decision of the Executive Director to discontinue our Hoopla service. Mr. Crupi seconded. The motion passed unanimously.

Director's Report

Director's written report

ED Willson spoke to new guidance from the county safety committee on heat stress and steps the library is taking to comply with State Law, including purchasing shade tents for outreach events. ED Willson also mentioned a training on pronoun use that all staff will take to help support trans staff that have been experiencing harassment from customers. She highlighted that a \$120,000 check has been received from the state for the broadband grant that connected the Twin Beaches Branch to county fiber. Finally, a salary account reconciliation meeting is scheduled with county finance on Friday afternoon which is expected to clarify how the library will be charged for the employer share of staff benefits.

Review of draft Strategic Roadmap

Work continues on the strategic plan. Staff and Board feedback sessions were held on May 12 and 13. ED Willson has asked a small group of staff to work on refining the language in the document.

Policy updates – next 6 months

The Bulletin Board policy is due for review at the next BOLT meeting.

FY25 Budget – P10 report

ED Willson reviewed the P10 budget report and all categories are in-line except for salary, which is expected. (The County decreased the FY25 budget instead of increasing it based on new staff approved for Twin and the FY25 step and COLA.)

Action Items	Responsible Party	Due Date
County Reconciliation of Salary Account	County Finance	June 17, 2025

Reports

Friends of the Library

ED Willson reported that a member of the Friends will join a staff working group to plan events for next year's National Library Week (April 2026).

SMRLA

Mr. Crupi reported that the SMLRA board will meet on June 10 and hope to be adding an additional board member from St. Mary's County.

Foundation

ED Willson reported that the Foundation will meet next week for a dinner meeting and are in a good financial position.

Announcements/Other

ED Willson will request an email vote from the BOLT after the county budget is approved by the Board of County Commissioners on June 2nd. Currently, the budget contains a 1% COLA and a step increase for all county and library employees. ED Willson would like to be able to share that with staff before the next BOLT meeting on June 17th.

Next Meeting

June 17, 2025 via Zoom

Public Comment

None

Adjournment

Mr. Crupi moved to adjourn at 6:04pm. Mr. Alves seconded. Motion passed unanimously.