

**Calvert Library Board of Library Trustees**  
**Agenda January 21, 2025**  
**5:30 pm – via Zoom**

**Call to Order & Welcome of Guests**

**Approval of Minutes** December 17, 2024 Regular Meeting  
November 19, 2024 Exec Session  
December 17, 2024 Exec Session

**President's Report**

**Unfinished Business**

FY24 financials – county handling of library budgets

**New Business**

**Director's Report**

Director's written report  
FY25 Budget – P6 report

Action Items	Responsible Party	Due Date
Document Retention Policy	Jackson Lewis	undetermined
Draft FY26 Budget	ED Willson	February 18

**Reports**

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

**Announcements/Other**

Election of officers in February  
Library Legislative Day – February 11 in Annapolis

**Next Meeting** – February 18, 2025 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.  
The Board will vote on a candidate to recommend for appointment to the BOLT and discuss a personnel matter.

**Adjournment**