# Calvert Library Board of Library Trustees Minutes September 15, 2026

## In Attendance – 5:30pm on Zoom

Jeffrey Lewis, President

Ron Crupi, Vice President

Kip At Lee, Secretary

Doug Alves

Emily Barson

Rachel Jones

Carrie Willson, Executive Director

Sandy Hunting, Recorder

## Call to Order & Welcome of Guests

At 5:42pm, President Lewis called the meeting to order and welcomed the guest in attendance.

## Approval of Minutes

President Lewis presented the August 18, 2026 Regular Meeting minutes for approval. Mr. Crupi moved to approve the minutes as presented. Ms. Barson seconded. The motion passed unanimously.

## President's Report

President Lewis requested that Board of Library Trustee (BOLT) members set aside November 5th from 1-4pm and November 6th from 12-4pm as tentative dates for new BOLT member interviews.

## Unfinished Business

**BOLT – BOCC Memorandum of Agreement**

ED Willson presented a final version of the Memorandum of Agreement between the BOLT and the Calvert County Board of Commissioners for consideration. After review by County Attorney, one additional change was made; the agreement will be with the "BOLT" instead of with the "agency" as it is the Board of Trustees who has the governing authority to enter into the MOA. There was also a question from the attorney regarding whether the Executive Director has the authority to meet with the County Administrator to engage in dispute resolution. It was agreed that the ED does have that authority for operational issues and the existing language in the document will suffice. With the change from Agency to BOLT as appropriate, Mr. At Lee moved to approve the document. Mr. Crupi seconded. The motion passed unanimously.

# New Business

### 2026 Holiday Closures

ED Willson requested that the BOLT approve a revision to the 2026 Holiday Closures to include an administrative closing on Saturday, December 26, 2026. Mr. Crupi motioned to approve the revision. Mr. Alves seconded. The motion passed unanimously.

### Customer Expectations Policy - Update

ED Willson presented a revision to the Customer Expectations Policy that read, "For the safety and comfort of all visitors, bicycles, scooters, skateboards, push trikes, and other recreational riding equipment are not permitted for use in the library. Wagons that do not create a safety hazard or soil library property may be brought inside. Strollers and mobility devices are always permitted." After discussion, the BOLT asked staff to review the addition for more precise language. The policy update was tabled to allow for revision.

# Director's Report

### Director's written report

ED Willson highlighted that the county is working to put annual Open Meeting Training in place for all county boards and commissions. She and Mr. At Lee will attend said training when it is launched.

### FY26 Budget – summary of expenditures

ED Willson reviewed the summary of expenditures, particularly in regard to overages and deficits in a number of line items. Final information for salaries and benefits will not likely be available until December. There were no questions on the information presented.

### FY27 Budget Period 2 report

Mr. At Lee inquired about the line item for Equipment Repair & Rental that had been largely spent to make certain that funds would be available should there be other needs. ED Willson said that funds could be moved from Contracted Services should the need arise.

# Reports

### Friends of the Library

ED Willson reported that the Friends will host Pub Quiz on November 13th. Team registration is open via the library web site. The Friends will also act as a pass-through organization for a Constellation grant that will provide a refresh for imagination stations. They also supplemented the Community Repair and Reinvestment Fund grant which installed/refreshed sensory spots at all locations.

### SMRLA – (Southern Maryland Regional Library Association)

Mr. Crupi reported that a several SMRLA Board members attended the St. Mary's County Library Board of Trustees meeting to learn more about the system's renovation/building plan for Charlotte Hall. He will have a report on that meeting next month. He also reported that the SMRLA Board approved the purchase and installation of Bibliocore, a discovery layer that will make the public catalog more searchable, user friendly and accessible. Implementation will take approximately six months.

### Foundation

The Foundation will host a donor recognition and appreciation event at the Twin Beaches branch on October 24th from 6-8pm. Invitations are in the mail.

# Announcements/Other

Foundation Donor Recognition event – October 24 6-8:00 AT Twin Beaches Branch

Citizens for Maryland Libraries Annual Meeting – November 7 Owings Mills Branch of BCPL

Friends of Calvert Library Pub Quiz – November 13 at the Fairgrounds

# Next Meeting

October 20, 2026 5:30 p.m. via Zoom

# Public Comment

None

# Executive Session

At 6:14 p.m., Mr. At Lee moved that the BOLT adjourn to Executive Session for the purpose consistent with the public notice stated in the agenda. Mr. Crupi seconded. All board members present voted in favor of the motion.

**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.

No votes were taken.

The BOLT returned to the public meeting at 6:27 p.m.

# Adjournment

President Lewis adjourned the Board meeting at 6:28 p.m.