

MINUTES OF THE MEETING OF THE
WASHINGTON COUNTY FREE LIBRARY BOARD OF TRUSTEES
HELD IN PERSON AT THE ALICE VIRGINIA AND DAVID W. FLETCHER LIBRARY
JULY 17, 2024

Present:	Stephen Schutte, President Laurie Bender Kimberly Halsey Kathy Oliver Kathleen Poole Kathy Kerns	Board Absent:	Aaron Peterancez
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Staff Present:	Jenny Bakos Kathleen O'Connell Elizabeth Hulett Jennifer Keysor Sara McCall Laura Zeigler	Emeritus:	Al Martin
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Business Guests: Melissa Vinick, Marshfield Associates
John Hershey III, RBC Wealth Management
Holden Hershey, RBC Wealth Management
Catherine Weber, RBC Wealth Management
Rynnie Cotter, RBC Wealth Management

The meeting was called to order at 12:05 PM by Mr. Schutte, the Board President.

Endowment Presentation

Ms. Vinick, Mr. Hershey III, Mr. Hershey, Ms. Weber, and Ms. Cotter presented the annual report of the Washington County Free Library endowment. WCFL has been with Marshfield over twenty years. Ms. Vinick explained Marshfield is very deliberate with investments. Ms. Vinick explained that they are buying and selling according to their business plan.

Mr. Martin confirmed the cash values as liquid funds available if WCFL needs. During the budget presentation, the usage of these funds will be discussed.

Ms. Vinick, Mr. Hershey III, Mr. Hershey, Ms. Weber, and Ms. Cotter excused themselves after the endowment presentation.

Public Comment

No attendees for public comment

Minutes

The minutes of the May 15th meeting and the facilities study presentation meeting were reviewed. Ms. Oliver moved to approve as stated and Ms. Kerns seconded the motion with unanimous approval.

Financial Statement

Ms. McCall stated that statements are in draft form. Ms. Bender states they are still a work in progress with the transition and very preliminary.

Ms. Kerns moved to approve financial statements, and Ms. Oliver seconded the motion with unanimous approval.

Policy and Personnel Committee

Committee Chair, Ms. Oliver, submitted the following policies for Board Approval:

- Director's Evaluation
- Position Classification
- Material Circulation

Ms. Oliver moved to approve policies as presented and Ms. Bender seconded with unanimous approval.

Executive Director's Report

Ms. Bakos noted her report was inclusive of all actives

Old Business

No old business.

New Business

No new business.

Closed Session

Director of Public Services Report

Ms. O'Connell stated her report was inclusive of activities.

Director of Operations

Ms. Keysor advised she is looking at items statistically.

They are researching the potential for establishing a library of things.

Director of Western Maryland Regional Library

Ms. Hulett stated her report was inclusive of activities.

Board Members' Comments

Schutte – Welcome Laura! The BJ's cookies are great, and the food was a hit! Excited for change.

Martin – Exciting summer activities. New state librarian.

Oliver – Heard great compliment to WCFL. A friend needed a passport, and we offer wonderful services.

Bender – Heard wonderful things from her swim group. They live in Wash Co and appreciate services provided

Kerns – Learns more every time she comes in; so much going on

Poole – Thanks for all the good things going on.

The meeting adjourned at 1:31pm. Ms. Oliver moved to approve, and Ms. Bender seconded with unanimous approval.

Respectfully submitted,

Jenny L. Bakos

Executive Director