

MINUTES OF THE MEETING OF THE  
WASHINGTON COUNTY FREE LIBRARY BOARD OF TRUSTEES  
HELD VIA ZOOM  
March 10, 2021

Present: Stephen Schutte, President  
Laurie Bender  
Judith Chambers  
Kimberly Halsey  
Zach Kieffer  
Al Martin  
Kristine McGee  
Kathy Oliver  
Aaron Peterancez

Board Absent: None

Staff Present: Jenny Bakos  
Elizabeth Hulett

Kathleen O'Connell  
Sara McCall

### **Minutes**

The minutes of January 20, 2021 meeting of the Board were reviewed. Ms. Oliver's motion to accept was seconded by Ms. McGee and the minutes were approved unanimously.

### **Executive Director's Report**

Ms. Bakos sent out correspondence to the Board of Trustees regarding the Maryland legislative bills HB 1000/SB 524 "Building Lifelong Library Learners Act" which passed during the 2021 session. The board voted unanimously by electronic vote to change the WCFL policy for fines on children's and young adult cards to remain in legal compliance. The bill eliminated fines on children's cards (any cardholder under 18 years old) as of March 8, 2021. State funding support does not go into effect until FY 2023.

The Head of Security has met with various local law enforcement agencies to discuss what our libraries need. He is meeting with security companies regarding alarm system upgrades and panic alarms/buttons.

### **Director of Public Service Report**

Ms. O'Connell spoke about plans for reopening and expanding hours. We are in the process of filling vacant positions, training, examining future programming options and revising furniture plans.

### **Director of WMRL Report**

Ms. Hulett reported the Chromebook and hotspots they ordered several months ago arrived and have been sent to the counties.

Please submit any COVID related photos or stories to WHILBR in an effort to document this historical event.

## **Financial Report**

Mr. Martin reviewed both the WCFL and WMRL Financial Statements as of January 31, 2021. He commended staff for limiting expenses and preserving resources. Fine income is lagging.

Ms. Oliver moved to approve the financials, Ms. Bender seconded and the motion was unanimously carried.

## **Old Business:**

**PPP Loan Update:** WCFL received notice that the PPP loan is paid in full. Thank you to Fulton Bank for working with WCFL and processing the loan quickly.

**Strategic Plan:** Ms. Chambers reported the strategic plan is in the first draft. The committee members are working on a cleaned up version of the plan to send out for the board to review with changes/updates being highlighted. They hope to present at the May board meeting.

**Banking RFP:** Ms. McCall provided a brief summary of the bid responses. Mr. Martin made a motion to move banking services to Middletown Valley Bank. Ms. Oliver seconded the motion and it was passed unanimously.

## **New Business:**

The commissioner's presentation is scheduled for March 23, 2021. Ms. Bakos will be advised if the presentation is in person or online.

## **Board Comments**

Mr. Martin commended staff for continuing to do a great job keeping us stable during the transitions of the past year.

Ms. Chambers said she is a big library user, it is great to be back in the building and see staff. Curbside service is a great service.

Ms. Oliver is also an avid library user. She has used curbside service and wants staff to know they are doing a fantastic job.

Ms. Halsey is appreciative of the curbside service and the continued partnerships.

**The next regular meeting is scheduled for Wednesday, May 12, 2021 at 12:00 noon via Zoom.**

Respectfully submitted,

*Jenny L. Bakos*

JENNY L. BAKOS  
Secretary