

MINUTES OF THE MEETING OF THE
WASHINGTON COUNTY FREE LIBRARY BOARD OF TRUSTEES
HELD IN THE BOARD ROOM,
ALICE VIRGINIA & DAVID W. FLETCHER BRANCH
November 13, 2019

Present: John Schnebly, President
Ellie Doub
Kimberly Halsey
Katherine Oliver
Kathleen Poole
Stephen Schutte
Greg Snook
George Stone

Board Absent: Al Martin

Staff Present: Kathleen O'Connell
Elizabeth Hulett
Sara McCall

The meeting was called to order in Executive Session by President John Schnebly.

Minutes

Mr. Schnebly asked to defer the minutes to the next board meeting.

Director of Public Services Report

Skip Auld, the Executive Director of Anne Arundel County Public Library System (AACPL), corresponded with other library directors throughout the state inquiring about naming rights for their facilities. The Anne Arundel community would like to name the new Annapolis Library after the late speaker of the house, Mr. Mike Bush. The AACPL Foundation Board's current naming rights policy states that the highest donor/contributor has the right to name the facilities. Mr. Auld was asking for other library policies on this issue.

Anne Arundel County is going fine free in January 2020 for children. A pending state legislative bill proposes to have all Maryland Libraries go fine free. To cover the lost fine revenue, the bill requires the state to provide funding for the lost fine revenues. MLA will review the legislation and keep the community apprised on the status of this bill.

The board expressed concerns on the ramifications of going fine free, particularly to our funders. Currently, fines cover about ¼ of the book budget. This does not bode well in rural communities and the WCFL wants to maintain the existing policy. A question from the board is – do we have the authority to go fine free?

MLA's legislative panel will be following the new McMillan E-book sales policy and the Kerwin Commission recommendations issues very closely this session. They are also concerned with maintaining the scheduled \$1.00 increase per capita funding for libraries and meeting the new minimum wage requirements.

The Library is participating with Census 2020 in the Washington County Complete County Committee to make sure that all residents fill out the census questionnaire. This is the first year that the form will be primarily online. Staff are planning various programs to encourage participation particularly with difficult to reach populations.

WCFL was approved for a \$100,000 programming grant from a Foundation that wishes to remain anonymous. Funding will be used for author programs, refurbishing the furniture at Sharpsburg and additional shelving for Boonsboro, book clubs and equipment for a memory lab. Board members suggested authors and volunteered to make introductions to their author connections.

Associate Director, WMRL

The Polaris migration for Allegany County is going well. The library's online catalog will be shut down March 1-4, 2020 for the Allegany County migration. WMRL is also looking into doing training for WCFL staff on the LEAP software, an internet based version of our Polaris software used for material checkout and patron records. WCFL would then begin using the LEAP software after March 4, 2020.

WMRL received a grant for \$47,000. Ms. Hulett will use these funds to buy video conferencing equipment for all systems.

The first round of books for the prison system shipped in November. WMRL is administering a \$100,000 grant from the Maryland State Library for materials for the prison libraries.

A consultant was chosen for the new Maryland survey, which will ask Maryland residents about their use and views of the public libraries in their communities. The last survey was done in 2008.

Financial Statement

Ms. McCall reviewed both the WCFL and WMRL Financial Statements of September 2019 and the draft Financial Statement for WCFL October 2019.

We received a generous gift from the estate of Mrs. Violet Penner. Mrs. Penner was a homemaker from the Williamsport area. The board will review use of these funds at a later time.

Ms. Oliver moved that the financial statements be accepted, seconded by Ms. Poole and unanimously carried.

Old Business

Ms. Doub moved to approve the amended 2020 board schedule; Ms. Halsey seconded the motion and unanimously carried.

At Hancock, we are awaiting approval from the county on the \$12,000 retainage. In November, we anticipate having automatic/handicap buttons installed on the doors. Funding for the doors came from the CIP grant and the Gaming Commission funds.

New Business

The board discussed new board member candidates. Ms. Poole proposed Mr. Aaron Peteranecz and Ms. Halsey proposed Ms. Kristine McGee. Board President will meet with both candidates. Candidate bios will be sent to the board via email for electronic vote.

Mr. Snook made a motion to extend the current strategic plan through fiscal year 2021. Ms. Doub seconded the motion and the vote carried unanimously.

A discussion ensued regarding the onboarding process for Ms. Bakos. Ms. O'Connell and Ms. McCall met with Mr. Schnebly to discuss setting up a meet and greet for the staff and asked the board to assist in introducing Ms. Bakos to various community members. The staff meet and greet session is on December 12, 2019 from 9:30 – 11:00 AM. Board members are welcome to attend the meet and greet with the staff.

We are working on finalizing the verbiage for the plaque naming the atrium for Ms. Mary Baykan.

Board Comments

Ms. Halsey thanked the staff for keeping up with the McMillian EBook situation.

Ms. Oliver thanked the staff for keeping things running and going.

The meeting adjourned.

The next regular meeting is scheduled for Wednesday, January 15, 2020 at 12:00 noon, Board Room, Administration Office, Alice Virginia & David W. Fletcher Branch.

Respectfully submitted,



Kathleen O'Connell
Interim Secretary