

Carroll County Public Library
Board of Trustees Meeting
Headquarters
February 19, 2020
Minutes

1. Roll Call and Declaration of Quorum

Ms. Muller called the meeting to order at 6:59 pm and declared there was quorum.

Present:

Leza Griffith	Virginia Harrison	Joyce Muller	David Peloquin
Cindy Piazza	Karen Soisson		

Staff Present:

Andrea Berstler	Tony Eckard	Christopher Heady	Bob Kuntz
Lisa Picker	Muffie Smith	Erin Snell	Dorothy Stoltz
Angela Strobe	Stephanie Szymanski	Joe Thompson	

2. Staff Report – Outreach Services

Dorothy Stoltz introduced Outreach Library Associates (LA): Erin Snell and Christopher Heady. Ms. Snell does a lot of volunteer work in the community and last year the Human Relations Commission awarded her their top award. Christopher Heady is new to the department and library work and previously worked at Disney World and Universal Studios. In the department, LAs drive the mobile service vans, perform puppet shows, and train child care providers. Erin Snell gave information on Great LGBTQ+ Books, a booktalk partnership program with CCPS' Gay Straight Alliance high school clubs and the Carroll County Chapter of PFLAG, an organization for LGBTQ+ people, their parents, families, and allies, which provides funding for the books. The booktalk program has been going on for 5 years, our staff coordinates the project and provides literature expertise. The program has had over 500 students participate with a total of \$2,715 donated by PFLAG for the books. A new staff member who is also participating in the presentations is TJ Finecey a circulation clerk at the Westminster branch. Christopher Heady gave information on Promoting the Library through Video Production, a new project to promote the library's reading mascot Corky the Penguin. The videos are professionally produced vignettes posted on the Outreach Facebook page. The primary objective with the videos is to increase CCPL Outreach's Social Media Presence on Facebook and YouTube. Mr. Heady is a puppeteer filmmaker and he realized while working with kids that Corky has instant recognition. Information on the video making process was shared, as was one of the videos. Staff are hoping to use the Community Media Center's equipment and staff in the future to improve the video quality and plan to get a new Corky puppet.

The Board thanked Ms. Snell and Mr. Heady for their presentations. It was noted that Corky has been the CCPL reading mascot for 40 years. Ms. Berstler said that this is just two of the numerous programs that Outreach does on a regular basis.

3. Minutes of January 22, 2020

It was noted LATI, stands for Library Associate Training Institute, a statewide training for LA staff.

Mr. Peloquin moved to approve the Minutes of January 22, 2020. Ms. Piazza seconded. Approval was unanimous.

4. Financial Statement

Mr. Eckard reported on the financial statement as of January 31, 2020, which is 7 months into the fiscal year. There is \$2.8 million in the bank, a little less than this time last year. Major revenues from the County and State are at budget, but overall \$64,000 behind budget. We did make up \$10,000 from last month, which could help in making up the planned budget for unexpended funds. Salary savings are at \$157,000. All of the overspent categories are the same with the addition of building supplies, budget should catch up. New grants were noted: Arts Council and Preschool Development. Fundraising for Exploration Commons was reviewed, of the over \$762,000 raised, \$150,000 was FY 18 carryover that the Board approved. The other \$600,000 that has been raised is spread over 150 different donors.

5. Correspondence and Announcements

A letter from the Citizens for Maryland Libraries (CML) was noted. Ms. Muller said she is very pleased to learn that the citation created for former Trustee, Kathleen Campanella was turned into a nomination for the CML Marion Satterthwaite award. Ms. Campanella will receive the award this year. Ms. Muller thanked Ms. Berstler and Mr. Thompson for their assistance in this endeavor.

6. Citizens Time

There were no citizens present. Ms. Berstler introduced Angela Strobe, circulation clerk from the Eldersburg library, who was in attendance representing the Staff Association.

7. Executive Director's Report

Strategic Planning team leader Patty Sundberg, has a very solid team of staff that represents all aspects of CCPL, work has begun under her leadership. Mr. Thompson attended the American Library Association's (ALA) recent congressional fly-in where ebooks were a topic. ALA is considering working on fair trade conversations with Macmillan Publishing, who continues their ebook embargo for library purchases. The Maryland eBook Consortium has lost one member: Montgomery County, fortunately the Maryland State Library (MSL) is going to make up the lost revenue. Baltimore County will leave at the end of June. Mr. Kuntz developed a Memo of Understanding (MOU) that will be taken to the remaining members for signatures. There was some discussion about the tier system that is used by the consortium. The recent meeting with NASA staff on the Outpost project went very well, the Merge Cubes program is being created to demonstrate how simple it can be to code. NASA and CCPL staff will give a presentation on the project at the upcoming Maryland Library Association (MLA) conference.

The meeting with Commissioner Rothstein regarding the proposal to completely renovate the Eldersburg branch went well. Fortunately, the Commissioner uses the branch and knows how

very busy the branch in Eldersburg is. He was very supportive and suggested creating a foundation to help with funding. Staff plan to submit the project to the State Capital Library Building Grant program in the future. A packet on the plan is being put together to share with local clubs and residents.

8a. EC 50 Update

Mr. Kuntz reported that we are at a stand-still with the parking agreement between the County and the City at this point. The agreement the City has asked the County to sign would require the County to pay \$10,000 annually for parking in the City and indemnify the City for any damage that someone claims happened on a City parking lot while parking to use the library. There was discussion on how the process has been going. So far there have been meetings between Commissioner Frazier and City Mayor Dominik, and also one between Ms. Berstler and Roberta Windham, the County Administrator. It was noted that except for parking, the permit process for the project went well. Ms. Windham said it would be good for Ms. Berstler to make contact with the City administration. Ms. Berstler will also be in touch with Bonnae Meshulam from the Boys and Girls Club, who are counting on Exploration Commons as an instruction space for their club, Mike McMullin of the Chamber, the ARC, Target Community & Educational Services, Inc. Change Inc., and members of the downtown business community. If the project doesn't go out to bid soon and be under contract by June 30, 2020, we run the risk of the State rescinding the construction grant of \$1 million. The fallout from that would involve the already placed tax credits, donations that have been received, and problems with awarded grants and grants that staff are pursuing. Director of Communications Lisa Picker is working on talking points for staff regarding the issue and those will be shared with Board members.

Ms. Muller congratulated the staff on the wonderful *Carroll County Times* editorial about CCPL being named a 4 star library by *Library Journal*.

Prior to discussions on the Circulation Policy review, Ms. Berstler shared proposed legislation and amendments regarding going fine free for minors. MLA members helped draft changes to the legislation introduced by Maryland State Senator Elfreth. At this time, we have not seen anything with the proposed changes come from the Senator's office. The legislation includes additional funds for the State Library Resource Center (SLRC) that provides professional development and resources for all Maryland public libraries for free. The legislation would also increase the capital projects funds to \$7.5 million which the governor already has in the proposed FY 21 budget. If the amendments to the legislation come through as proposed, library boards will be able to define what it means to be fine free for minors, such as anything checked out on a juvenile card would be fine free, or all juvenile materials would be fine free. At this time we expect a \$20,000 loss in fine revenue if this goes through. The legislation would start in FY 2021 with an increase of State Aid to each library system to compensate for the loss in revenue. Ms. Berstler among others testified to the Senate Education, Health, and Environmental Affairs. The other aspect is to do with setting a precedent of the library boards losing control on their own library's policy. COMAR is very clear that policy is the purview of each library board. There was additional discussion about how this could play out. Ms. Berstler suggested the Board consider changing CCPL's circulation policy to get ahead of the legislation and go fine free for juveniles.

9a. Circulation Policy Review

Ms. Berstler noted copies of the circulation policy with recommended changes in order to enact fine free for juveniles. Staff will bring this back to the Board for a vote to approve changes after more information comes out of the legislative process.

9b. By-Laws Committee

Ms. Berstler asked the Board to form a By-Laws Committee to review the current Board By-Laws which was last reviewed in 2009. Ms. Muller and Ms. Griffith agreed to assist staff in the review.

Ms. Muller asked staff to invite Sharon Hafner Yingling, the Chair of the Exploration Commons fundraising committee to attend an upcoming board meeting to report on the committee's efforts. Ms. Berstler noted she will be meeting with local resident Tom Welliver who has expressed interest in helping with Exploration Commons fundraising. Mr. Welliver was very involved in the success of the fundraising for the Westminster Boys and Girls Club.

10. Adjournment

Mr. Peloquin moved to adjourn the meeting. Ms. Soisson seconded. Approval was unanimous.

The meeting adjourned at 8:41 pm.

Joyce Muller
President