



**St. Mary's County Board of Library Trustees Meeting  
10:00 A.M., April 18, 2022**

**Chesapeake Building and Virtual:** We meet in the Commissioners' Room of Chesapeake Building. Residents may however listen to the meeting by calling 301-579-7236; access code: 963443#. The public is encouraged to view the meeting remotely on Channel 95 and YouTube: [https://www.youtube.com/channel/UCCdK2\\_siSdnSnxDKWvtU7JQ](https://www.youtube.com/channel/UCCdK2_siSdnSnxDKWvtU7JQ) .

**I. Call to Order, Establish Quorum**

- a. Present: Janice Walthour, Jim Hanley, Michael Dunn, John Johnston, John Walters, Tom Russell, Tressa Setlak
- b. Absent:

**II. Recognition of Carolyn Guy**

- a. MLA President and STMA Deputy Director- Mary Anne Bowman & MLA CEO – Josh Stone
  - i. Maryland Library Volunteer Award-Carolyn Guy  
“Carolyn served as a Trustee for St Mary’s County Library for 14 years including as President for 5 years...Carolyn’s strength, wisdom and grace assisted the library in overcoming these many challenges including an attempt to defund the library. Her friendly relations with employees and unfailing support of the library have made her an amazingly valuable asset...Thank you Carolyn for being a truly outstanding volunteer.”
    - 1. Carolyn Guy accepts award-  
“Thank you. My volunteering is thanking the library for everything you do...This is why libraries are so important. Libraries are safer spaces than the internet especially regarding cyberbullying. Libraries respect history. Librarians digitize influential primary resources. Librarians are leaders in increasing online access to scholarly information. Libraries host makerspaces. Librarians can help you sort the real news from the fake. Librarians guide you to exactly what you need. Librarians do not track your reading or search history to sell you things. Librarians do not censor. Librarians provide programs, games and events. Librarians are generals in the war on ignorance.”
    - 2. Board members thank Carolyn
    - 3. MLA CEO Jos thanks Carolyn

**III. Approval of March 2022 minutes**

- a. Motion to accept-J Hanley
- b. Seconded-M Dunn
- c. Corrections-listed
- d. Approved

**IV. President’s Report**

Jim Hanley

- a. Approval of EALs: 3/16/2022 – 4/15/22
  - i. Motion to accept-J Hanley
  - ii. Seconded-J Walthour
- b. Questions
  - i. Why two charges for Washington Post?
    - 1. We are charged per branch.
  - ii. Approved

Administrative Offices  
23630 Hayden Farm Lane  
Leonardtown, MD 20650  
301-475-2151  
FAX: 301-884-4415  
info@stmalib.org

Charlotte Hall Library  
37600 New Market Road  
Charlotte Hall, MD 20622  
301-884-2211  
FAX: 301-884-2113  
hall.manager@stmalib.org

Leonardtown Library  
23630 Hayden Farm Lane  
Leonardtown, MD 20650  
301-475-2846  
FAX: 301-884-4415  
stma.manager@stmalib.org

Lexington Park Library  
21677 FDR Blvd  
Lexington Park, MD 20653  
301-863-8188  
FAX: 301-863-2550  
lexi.manager@stmalib.org



- V. **Treasurer's Report** Tressa Setlak
- a. Question about Vanguard account allocation.
- VI. **SMRLA Report** Tom Russell
- a. SMRLA retirement account is funded at 35%
- b. Per Diem-Charles & Calvert offer per diem for travel.
- i. St. Mary's County does not offer per diem.
- c. Library Bill was discussed.
- d. Change in meetings to afternoon at 4pm or 5pm.
- e. Attendance is up at libraries, but not to pre-COVID levels.
- VII. **Director's Report** Michael Blackwell
- a. Celebrations: Hip Hip Hoorays: Helen Krissoff, Christine Biglin
- b. Informational
- i. Budget
1. Questions
- a. Watch for some areas that are not being spent.
2. Next month will provide possibility of moving funds within the budget.
- ii. Statistics
1. Growth in circulation
2. Increase in attendance
3. Please change the dark green shading
4. Question
- a. Events attendance drop for zoom
- i. Maybe Zoom fatigue
- ii. Types of offerings and times can vary attendance
- iii. Financial Statements and PNC Update
1. Still working on update to us as an entity.
2. Will provide the Board with updated documents when the process is complete.
- iv. Ebook law update
1. Major publishers of audio books will no longer withhold titles from libraries.
2. Other states are working on ebook laws.
3. Question-What percentage of sales for these companies are libraries?
- a. 16%-17%
4. Question-Is Amazon involved in the process
- a. Not really, but have agreed to not hold back ebooks from libraries.
- v. FOL and Foundation Update: Interns
1. FOL
- a. Highest grossing sales at the Spring Book Fair. Great success!
- b. FOL Annual Dinner – May at Front Porch
- c. Will provide \$30,000 donation from the sales.
- d. FOL will provide funding for 2 interns
2. Foundation
- a. Starting to plan for a Fall event.
- b. Foundation will cover 1 intern.
- vi. Budget Update: County and State
1. County provided Step increase and 2% COLA and 2 full time positions for Mobile Library and minimum wage increase funds.

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2. Thanks to Janice Walthour for thanking the Commissioners for their support this year at the Grip and Grin event.
  3. State Level – State had planned to cut funds, County supported more funding at state level. New increase in state funding for next year.
  - vii. Mobile Library Update—grant application
    1. Congressman Hoyer grant request for \$200,000 application sent 4/15/2022
    2. Mobile Library goal to be staffed on the road in October 2022.
  - viii. Recognition for “Outstanding Service” for our COVID efforts
    1. Maryland Health Department gave an award for Service during COVID to the St. Mary’s County library.
  - ix. Maryland Library Law update
    1. Page 18, subtitle 8 – Collective Bargaining
      - a. Sets up parameters for unionization into state law.
    2. 23-410 Libraries must offer services in partnership
      - a. J Hanley-interesting addition into law-St. Mary’s County already does many of these things.
        - i. MA Bowman – that was an MLA concession in order to get more funding with the state.
- b. Action items
- i. Meeting Room Policy Update
    1. Allows for tutoring as part of the policy.
    2. Motion to accept – J Hanley
    3. Seconded – M Dunn
    4. Passed
  - ii. Solicitation on Library Groups Policy Update
    1. Added Foundation
    2. Taking Hall Farmers Market out of policy because they have moved.
    3. Motion to accept – J Hanley
    4. Seconded – T Setlak
    5. Passed
  - iii. WMS MOU
    1. Motion to accept – J Hanley
    2. Seconded – T Russell
    3. Questions - T Russell
      - a. Do we have a partnership with the county?
        - i. No-not an official county entity
      - b. Who is our insurance carrier?
        - i. NFP-local agent-uses State Farm
      - c. Do we have an amount that we use every year or does it depend yearly?
        - i. Depends on yearly need.
    4. Questions – J Walters
      - a. Open ended contract-is this what we intend?
        - i. Yes
      - b. This agreement contains no provision to withdraw from contract.
        - i. There was a 30 notice in the contract-will re-add it.
      - c. PDF was converted to a word document-errors occurred.
    5. Vote to accept with the changes mentioned.

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6. Passed
  - iv. What to do with Trustee funds? (Difficulties prevent them from easy transfer to Foundation)

Meeting adjourned

**Next Meeting: May, 2022: Chesapeake Building (and Possibly Virtual)**

**Dates to remember: Legislative Luncheon (April 19); Public Budget Hearing (April 26)**

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