

**BOARD OF LIBRARY TRUSTEES
ST. MARY'S COUNTY LIBRARY**

Meeting Minutes

Date of Meeting: June 16, 2015

Joan Springer, President, at 9:00 AM, called to order the meeting of the St. Mary's County Board of Library Trustees at the Leonardtown Library.

Members present: Joan Springer, President; Carolyn Guy, Vice-President; Lynn Newkirk, Treasurer; Janice Walthour; Alan Dillingham, Carole Romary

Members excused: Jim Hanley

Staff present: Kathleen Reif, Director; Phyllis Krasnokutsky, Administrative Assistant; Cecelia Thomas, Lexington Park Library Associate and Miriam Calloway, Lexington Park Circulation Assistant.

HIP HIP HOORAY certificate awarded to the following staff:

- Cecelia Thomas for her work on the Tree of Warmth project
- Miriam Calloway for her work on the Lexington Park Library's 2014 United Way Campaign

Voted to accept the minutes of the May 19, 2015 meeting as presented.

President's Report

Vote to approve the Expenditures Approval List (EALs): 5/22/15 and 6/5/15.

Treasurer's Report

- June Treasurer's Report distributed and approved

Southern Maryland Library Association (SMRLA) Report

- Two vacancies in their Technical Services Department. They will begin to recruit in August.
- They are still working on shared space issues for the building and co-tenancy leases.

Director's Report by Kathleen Reif

- Distributed: approved April 2015 minutes; FY2015 May business and budget reports (*Attached*)
- Updated the Board that they will need to hire a consultant to conduct another Library Capital Facilities Study. This will be necessary in order to apply for state funding for the new library.
- Optimistic Realism FY16 planning process will be a half-day retreat to discuss the FY 15 accomplishments and the digital inclusion plan.
- Reminded the Board they will need to appoint an acting director as the consultant's timeline indicates that a new director will not be on board by September 5, 2015.
- Decided to cancel the August 2015 Board meeting but keep the date scheduled in case it is needed for the Director's search.

10:00 AM Meeting went into Executive Session for personnel discussion with the Director search consultants Dan and Jobeth Bradbury.

Next Meeting: July 21, 2015 at Location To Be Decided.