



**St. Mary's County Board of Library Trustees Meeting
10:00 A.M., May 16, 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.

I. Call to Order, Establish Quorum

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

II. Approval of April 2022 minutes

- a. Motion to accept-J Hanley
- b. Seconded- T Setlak
- c. Corrections-none
- d. Approved

III. President's Report

Jim Hanley

- a. Approval of EALs: 4/15/22-5/13/22
 - i. Motion to accept-J Hanley
 - ii. Seconded-
 - iii. Questions
 - 1. Why was Commissioners donation to Foundation processed through Library?
 - 2. Commissioner wrote check to Leonardtown Library, processed and sent to Foundation
 - iv. Approved

IV. Treasurer's Report

Tressa Setlak

- a. Questions

V. SMRLA Report

Tom Russell

- a. Will be attending new member orientation in June

VI. Director's Report

Michael Blackwell

- a. Celebrations: Hip Hip Hoorays: Jeff, Catherine, and Karen for genre fiction work
- b. Informational
 - i. Budget:
 - 1. Questions
 - a. Publicity budget unspent
 - i. Will be spent for Summer programs. Programs and Publicity split the costs of summer.
 - b. Watch for reasons that items are unspent
 - c. Possibility of adding funds to OPEB at end of year.
 - 2. FY23 Budget Amounts Update
 - ii. Schwab Account Update
 - 1. Schwab account statements will be moved to Michael Blackwell and B Lloyd
 - 2. Board has oversight of the account.

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



- iii. Facilities Master Study
 - 1. Interior conditions – Charlotte Hall first priority
 - 2. Functionality of Space – Lexington Park first priority
 - 3. Renovation and Expansion – Charlotte Hall first priority
 - iv. New Outboarding Form
 - v. Grants
 - 1. Competitive Grant applications
 - 2. Federal grant request
 - 3. Thank you to Delegate Crosby for \$50,000 in funding
 - vi. Meetings with Candidates
 - vii. Intern costs
- c. Action items
- o Budget adjustments
 - 1. Motion to approve-J Hanley
 - 2. Seconded-M Dunn
 - 3. Approved

Next Meeting: June 20, 2022: Chesapeake Building (and Possibly Virtual)

Dates to remember: FOL Annual Meeting and Dinner (May 23, 5:30 pm); Dedication of Wall unveiling (June 23, 2 pm)

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