

**Minutes
Board of Trustees
Anne Arundel County Public Library
November 15, 2018**

Present:

Ms. Tonya Baroudi	Mr. Bert Rice
Ms. Joan Beck	Mr. Donald E. Roland, Chair
Mr. William Colquhoun	Mr. Keith Seay
Mr. James Harle	Ms. Jacqueline Seamon
Mr. Charles Maher.	Ms. JanElaine Smith
Ms. Barbara Maxwell	Mr. Gerald P. Starr
Ms. Joyce Miller	Ms. Sharon Wible

The following Trustees were unable to attend: Ms. Deborah Baden, Kevin Best, Esq., Mr. Joseph E. Bles, Ms. Amalie Brandenburg, Ms. Penny Evans, Ms. Simmona Simmons, Ms. Sandra L. Solomon, and Dr. Fred Stielow.

The following staff members were in attendance:

Mr. Hampton Auld	Chief Executive Officer
Ms. Terry Bowen	Chief, Human Resources
Ms. Christine Feldmann	Marketing and Communications Manager
Ms. Ann Glenn	Executive Director, AACPL Foundation
Ms. Donna Denny	Executive Assistant
Mr. Rudy Rodela	Chief of Support Services
Mr. Scott Sedmak	Chief Financial Officer

Guests included: Mr. Ben Birge; Ms. Darnice Jasper, Ms. Rachel Kramer; Ms. Rachel Myers, Ms. Karen Smith, and Mr. Nathan Volke.

Mr. Roland called the meeting to order at 4:00 p.m.

Mr. Roland congratulated former Trustees Ben Birge and Nathan Volke on the new positions they will assume as a result of the election earlier in the week. Mr. Volke was elected to represent District 3 on the Anne Arundel County Council, and Mr. Birge has been selected by County Executive Elect Stuart Pittman to serve as Chief Administrative Officer. Mr. Roland presented them both with Certificates of Appreciation.

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On a Motion by Mr. Rice, Second by Mr. Maher, the Board approved the minutes of the Board meeting of October 18, 2018.

Treasurer's Report

The Board accepted the Treasurer's Report subject to the annual audit.

Report of the Chief Executive Officer and Departmental Reports

Mr. Auld:

- Reported that the public and Library staff remain affected by the recent virus attack, but recovery is underway. Public meeting room signups are delayed until December 3.
- Thanked Ms. Smith for contributing to the total cash prize given to the *Team of the Year*, Materials Management, at the General Staff Meeting.
- Requested that Trustees and Foundation Directors get to know their Anne Arundel County Council representatives. Recent and planned future meetings with Council members were discussed.
- Announced that AACPL will be closed the Wednesday before Thanksgiving as a staff appreciation day.

Ms. Hollerbach reported that due to computer problems, referrals to collections are temporarily suspended.

Ms. Bowen reported that open enrollment for benefit selection is underway for staff. Recruitment for open positions has been affect by computer issues.

Mr. Rodela reported that the Library entered into a contract with Skyline Technology Solutions on October 19. He then detailed the current status of Library computer functions.

Ms. Feldmann provided copies of the winter edition of *Library Happenings!*, and invited the Trustees to upcoming events.

Ms. Glenn:

- Reported on the success of the Foundation's 1st Annual Retiree Breakfast.
- Noted that computer issues are preventing the Foundation from accessing its database.
- Asked for donations to the Foundation's Annual Fund.

Public Participation

Mr. Auld introduced Library customer Ms. Rachel Kramer. She asked the Board to change its fine policy since she finds they are a barrier to access for customers. Mr. Auld said he would share Ms. Kramer's initial email with the Board and staff leadership.

Reports of the Committees

Budget Committee

Mr. Colquhoun said the Budget Committee met recently and discussed capital budget items such as: a temporary library for Riviera Beach, an additional library for Glen Burnie; and the future of Discoveries: The Library at the Mall. Future committee meetings will discuss waiving fines and Other Post Retirement Benefits (OPEB).

Governance Committee

Mr. Harle said there were now three vacancies on the Board and the committee will send a letter to County administration requesting names of potential new members from County Council Districts 2, 3 and 7, for balanced representation. He reviewed the process for adding new members according to the Bylaws. He added that the committee will bring proposed changes for the Bylaws to the next meeting. He asked that if anyone was interested in serving a Treasurer or Chairman of the Board to please let them know.

Riviera Beach Committee

Mr. Colquhoun reported that the Department of Public Works will increase the capital budget for all capital projects, including the Riviera Beach Community Library, due to the increased cost of steel.

Old Business

Future Board Meeting Locations

Mr. Roland said the idea of having more meetings at branches, besides the current two per year, arose from the strategic plan. The board is asked to consider it and decide at the next meeting.

Strategic Plan Approval

On a Motion by Mr. Maher, Second by Mr. Harle, the Board approved the Strategic Plan. The vote was unanimous. Mr. Auld will appoint an implementation team.

New Business

Discoveries Update

Ms. Rachel Myers, Branch Manager, Discoveries: The Library at the Mall, provided a handout which she reviewed along with Ms. Hollerbach, providing a six-month anniversary update.

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Program Selection Policy

Mr. Seay provided a copy of a new policy document which he created with the help of Mr. Birge and staff leadership. The Board will consider and vote on the policy next month.

Annapolis Library Dedication

Mr. Auld reviewed the Library's naming policy and said the Library has been asked to name the new Annapolis Library in honor of the Annapolis Capital Gazette journalists who died in the tragic shooting last June. The Board will discuss this at a future meeting.

Adjournment

Mr. Roland adjourned the meeting at 5:51 p.m. The next regularly scheduled meeting of the AACPL Board of Trustees will be held on Thursday, December 20, 2018 at 4:00 p.m. at Library Headquarters.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Barbara D. Maxwell". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Barbara D. Maxwell
Secretary

BDM/dld