

The Worcester County Library Board of Trustees met on Tuesday, January 10, 2023 at the Pocomoke Branch. Members present were Jeff Smith, Sandra Buchanan, Nancy Howard, Vicki O'Mara, Patricia Tomasovic, and Jocelyn Briddell. Kathryn Culbertson and Amy Parker were absent.

Also present were Jennifer Ranck, Director; Betsy Gravenor-Stacey, Assistant Director; Dawn Mackes, Pocomoke Branch Manager; and Nicole PUNCHES, Assistant Branch Manager.

Regular meeting was called to order at 9:32 a.m. by Mr. Smith. Recording device was acknowledged.

Ms. Mackes said the Hogwarts Holiday program held on December 16 was very successful. Staff worked for months on displays and crafts. Forty-three people attended. Staff helped a patron locate databases and citations for a paper; the patron recently shared that his paper will soon be published. Patrons are expressing excitement for a new branch. Lisa Voss ran a successful cookie program for kids. Ms. Ranck complimented Pocomoke staff for their Friday evening programs held several times a year. Ms. Mackes shared program pictures with the board.

A motion to accept the amended Minutes from the December 13, 2022 meeting was made by Ms. Howard; seconded by Ms. Buchanan. All present were in favor.

Correspondence – No comments were made. *The Ocean City Today* had an article regarding the train garden still on display until January and the Library hiring two positions for the bookmobile coming in 2023.

Financial Report – Ms. Ranck reported on the branch expenses for December 2022. Ms. Ranck said the periodicals are over budget due to rising newspaper costs. Ms. Howard asked about the learning spaces grant. Ms. Ranck said that is for a small study pod (room). A sprinkler head will need to be installed in the pod. No comments were made on the statistics.

Administrative Report – Board members received a copy of the Administrative report to review before the meeting. Ms. Ranck said all branches participated in "Jolabokaflokkur - Christmas Book Flood." A cart was also shared at each branch and the County Administrative building. This is the last week for the train garden in Ocean City; it has been very popular. On Friday, December 30, 2022, the Ocean City Library held a Noon Year's Eve celebration for families. Local History Librarian, Erin Pogue met with the Ocean City Lifesaving Station Museum and intends to meet with as many local museums as possible. Ms. Pogue is also taking a lot of genealogy requests as well. A Foundation paint night fundraiser has been planned for March 30 at Mother's Cantina in Ocean City. The Foundation board is discussing the possibility of a bus trip this spring. Ms. Ranck shared photos of the Mobile Multisensory Storywalk and "I Spy Tree" at Ocean Pines, as well as holiday displays and the new meeting room furniture at the Snow Hill Branch.

Assistant Director's Report – A copy of the Staff Development report was sent in each board member's packet to review before the meeting. Ms. Gravenor-Stacey said staff attended variety of trainings in the past month. The EDI committee's next meeting is January 17 at 3 p.m. The Committee will discuss goals for the new year and the display & programming calendar. Four new picture book titles have been acquired for the Mobile Multisensory Storywalk®. The Library is working with the Library for the Blind and Print Disabled (LBPD) to acquire Braille translations for the books, and audio recordings will be created in-house. Ms. Gravenor-Stacey said we are very grateful for LBPD's partnership. The Maryland State Library Agency is subscribing to a training service called Northstar for the Library to use with the public. Currently, the Library has access to Northstar for library staff use only. Northstar offers online, self-guided modules to assess proficiency in computer skills, software skills, and technology skills in daily life, and was initially developed to assist job-seekers in developing the digital skills needed to find and keep jobs. The new subscription will allow the Library to offer programs for the public utilizing these training modules. Ms. Ranck highlighted the Outreach & Partnership section in the board report.

OLD BUSINESS:

Ms. Ranck added the Ocean City parking lot to the agenda under "Old Business." Delmarva Power contacted the County

Commissioners several weeks ago. Plans are still in progress. In September, staff from the Roads Dept. visited the branch to discuss the possibility of adding in a few more spots on library property.

Pocomoke We had a design meeting January 6. Ms. Ranck is waiting for the state's FY 24 budget to be released. Ms. Ranck shared a few drawings of the exterior & interior of the renderings. Discussion of the style of roof and windows followed. Ms. Mackes had an idea to separate the computers rather than having one large bank. Ms. Tomasovic asked if the roof would be metal. Ms. Ranck said yes and it will be similar to Berlin.

Library Hours Ms. Ranck has an idea to help Berlin open at 9 a.m. Ocean City can move to a 9 a.m. opening. Ms. Tomasovic said she would like to see every branch open at 9 a.m. Ms. Ranck the earliest we would make the changes would be March 1. Ms. Howard said not all branches need to be in the same box. Mr. Smith said if data supports it, it will be better for the library. Ms. O'Mara said consistency would be helpful for people who visit multiple branches. Ms. Ranck said she will report back in February.

Mobile Outreach Van Ms. Ranck shared pictures of our old bookmobile and vehicle wrap designs. The board discussed the tree and book design. Ms. Howard asked where the bookmobile will be parked. Ms. Ranck said it will depend on who is hired to drive it and where they will be assigned. Ms. Ranck is investigating a few options for vehicle storage. Ms. Ranck asked the board what we should call it. The consensus of the board is "bookmobile".

FY 24 Budget Ms. Ranck and Ms. Gravenor-Stacey will meet with Stacey Norton tomorrow to discuss personnel requests. Draft budgets are due to the Budget Officer by January 26.

NEW BUSINESS:

Snow Hill Library Building improvements have been budgeted for the Snow Hill branch. The first step is to complete an engineering study and Ms. Ranck signed a contract with GIPE Associates Inc.

Policy Committee Mr. Smith suggested transactions take place outside the library. Discussion about potential issues and changing the policy continued. Ms. Briddell motioned to not change policies in response to a request; Ms. O'Mara seconded. All present were in favor.

Art Donation Ms. Buchanan motioned to approve accepting a high quality canvas print of Patrick Henry's portrait of Rev. Charles Tindley; Ms. Briddell seconded. All present were in favor. The Library is honored to share this work at the Berlin branch.

The next board meeting will be Tuesday, February 14 at the Berlin branch at 9:30 a.m. Ms. Howard motioned to adjourn the meeting; Ms. Howard seconded. All present were in favor. The meeting adjourned at 11:12 a.m.

Amy Parker