

The Worcester County Library Board of Trustees met on Tuesday, April 11, 2023 at the Snow Hill Branch. Members present were Jeff Smith, Sandra Buchanan, Nancy Howard, Vicki O'Mara, Patricia Tomasovic, Kathryn Culbertson, and Jocelyn Briddell.

Also present were Jennifer Ranck, Director; Betsy Gravenor-Stacey, Assistant Director; Tyvonnia Braxton, Snow Hill Branch Manager; and Amy Parker, Business Manager.

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

Ms. Braxton said our meeting room has been updated with new tables and chairs. The staff have been creating amazing displays to showcase library materials and brighten up the branch. Angela Schilb is launching a new book club at Tides & Vines starting May 11. We have partnered with the 50 Plus Center once a month to provide programs; this partnership has been going well. We are gearing up for summer reading which starts in June.

More information was needed from the last meeting so the minutes were not approved. The changes will be made and ready for the next meeting.

Correspondence – *The Coastal Dispatch* put a picture of Newt Weaver of the Worcester County Historical Society with Ms. Ranck gifting a portrait of Stephen Decatur to the Berlin Branch Library. *The Bayside Gazette* had an article regarding the Library offering garden passes to the Delaware Botanic Gardens.

Financial Report – Ms. Parker reported on the branch expenses for March 2023. Ms. Ranck mentioned the reimbursement clearing line item shows the money given back to the library when people lose materials. Ms. Ranck said the branch expenses are in good shape. Ms. Ranck also mentioned the encumbrance expense is for the bookmobile's final payment. 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 we are sorry to be losing Kim Brown at the Berlin branch. Interviews for Ms. Brown's replacement have been scheduled. Marshall Shord visited a class of adult English Language Learners at the Holy Savior Catholic Church on 17th St. He shared with the students what the library has to offer and brought along examples of materials, including bilingual books, a hotspot and a citizenship kit; all six students signed up for library cards. Youth Services Specialist Jake Nail was named 2023 Employee of the Year, as voted by his coworkers, at the Friends of the Ocean Pines Library's (FOPL) annual staff luncheon. The Pocomoke branch also held an evening family program, life size Hi-Ho Cherry-O, which was an adaption of the classic family board game. Staff made 6 ft. tall trees for patrons to pick cherries from as they played their way through the game. Sara Wheatley discovered that the national "500 by Five" challenge had been discontinued in favor of "1,000 Books by Kindergarten" and the Worcester County Library was listed as a participant. The high school students have a reading challenge to read 100 books before graduation. We do adult reading challenges as well. Ms. Parker has been doing outreach to the County to share library resources and support the County wellness committee.

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 Jake Nail, Savannah Varner, and Marshall Shord completed their Advanced LATI programs and presented their projects at a virtual graduation ceremony on March 15. Ms. Gravenor-Stacey and Ms. Ranck attended the virtual graduation as well. Sara Wheatley and Betsy Gravenor-Stacey met with public school librarians Meaghan Axel and Cheryl Brown on March 30. Topics of discussion included sharing library event advertisements with the schools for cross-promotion, future collaboration for Media Expo-related programming, and planned end-of-year events happening at the public schools. Ms. Wheatley will be attending school field days soon. Ms. Gravenor-Stacey mentioned the Overdrive app will be discontinued on May 1, with the Libby app continuing to provide access to e-materials. Two percent of users are still using Overdrive currently. The EDI Committee met on April 3, further discussing the creation of circulating memory kits for the five branches and the Pop-Up Library. We will have different themes for each branch. The mobile Storywalk® is now on display at the Berlin branch.

OLD BUSINESS:

Pocomoke Ms. Ranck will meet with Commissioners Bertino and Bunting tomorrow. Mr. Smith and Ms. O'Mara volunteered to attend the meeting as well for support. Ms. Ranck will provide some information about the benefits of geothermal. Ms. Ranck passed around the updated drawings with approximately 500 square feet taken out to help reduce the overall cost. Discussion about the updated plans and project followed.

Ocean City Branch Parking Delmarva Power and Light (DPL) will send a request to the County Commissioners regarding an easement change. DPL has reworked their plans to include 7-8 parking spaces and keep the access road by the water tower open. The fence around the battery storage facility will be 10 ft. high and close to the row of parking we currently have on site.

NEW BUSINESS:

Meet the Pop-Up Library Event The new Pop-Up library is on the road today. Ms. Ranck said it is like opening a small branch and the mobile outreach coordinator Amanda Laick is doing a great job of setting up everything. We have to tweak the catalog. Ms. Ranck shared the flyer for the introduction of Pop-Up Library for Wednesday, April 26 at 2 pm at the Berlin branch. Ms. O'Mara asked if there is a schedule of where the Pop-Up Library will be going. Ms. Ranck said we are tweaking the schedule and will post something. Ms. Howard asked if Seaside Academy is on the schedule. Ms. Ranck said yes, we will do our best to serve. Local History Librarian Erin Pogue has put together a presentation that includes a brief history of bookmobiles and some great images of Worcester's first bookmobile which served the County from 1968 – 1982. County Roads department is getting some quotes to see if we can extend the service driveway at the Ocean Pines branch.

Statewide Futures Blueprint Ms. Gravenor-Stacey and Ms. Ranck are participating in the Statewide Futures Blueprint, sponsored by the Maryland State Library Agency next week. Ms. Ranck shared some of the items on the agenda discussed in the first meeting. Ms. Ranck also mentioned that this project will help inform us as the library's strategic plan will need to be updated next year.

April Staff Day Plans are being finalized for a library staff in-service training. On Friday, April 28, all branches will be closed in the morning and open in the afternoon from 1 – 5 pm. Topics to be discussed include First Amendment Audits and pest control procedures. We will also break out in mini-sessions for some teambuilding exercises.

The next board meeting will be Tuesday, May 9 at the Ocean Pines branch at 9:30 a.m. Ms. Briddell motioned to adjourn the meeting; Ms. Buchanan seconded. All present were in favor. The meeting adjourned at 10:34 a.m.

Amy Parker