

The Worcester County Library Board of Trustees met on Tuesday, June 14, 2016 at the Pocomoke Library. Members present were Richard Davis, Rosemary Keech and Frederick Grant.

Also present were Jennifer Ranck, Director; Karen Neville, Assistant Director; Nicole Punches, Assistant Branch Manager; and Amy Parker, Business Manager.

Regular meeting was called to order by Mr. Grant at 9:40 am. Recording device was acknowledged. A closed session meeting was held from 9:40 a.m. to 10:20 a.m. to discuss a personnel matter.

No motion to accept Minutes because there was no quorum.

Correspondence – Ms. Ranck reviewed the memo from Howard Sribnick, Worcester County Library Foundation Inc. President regarding the New Berlin Library and the Foundation’s Donor Policy. Ms. Ranck has submitted another state grant capital grant for \$1,019,000. An article in the June 3, 2016 edition of *The Dispatch* showcased the Ocean City Library’s book exchange installed at the Jolly Roger Amusement Park. The obituary of Janet Cherrix was also included in the board packet as donations to create a butterfly garden at the new Berlin Library Branch have been sent to the Worcester County Library Foundation.

Financial Report – Ms. Parker reviewed expenses from May 2016. Ms. Neville requested that the DLDS staff development grant money be reported to the County and acknowledged on the County spreadsheet. Ms. Ranck reported on the statistics; door counts and circulation statistics are up from last year. There have been great programs held at the Pocomoke branch. Ms. Punches said a lot of people are signing up for the Summer Reading program.

Administrative Report – Ms. Ranck reported the Pocomoke branch is participating in the 4<sup>th</sup> Friday Art Crawl. Kathy Breithut does an excellent job with the STEAM programs in Snow Hill. The Foundation held a “Ladies & Libations” fundraiser event on June 2, 2016 at the West-O Bottle Shop in West Ocean City.

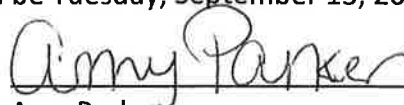
Ms. Neville reported that Kathy Breithut posted numerous PLA/Public Library Association Conference resources on the intranet. Ms. Neville submitted a preliminary training plan to the statewide library staff development group on June 1, 2016. Betsy Gravenor submitted a Student Learning Report for the Spring 2016 MLIS classes she completed. Patti Hall, Alice Paterra and Karen Neville attended the Beyond Awareness training May 17, 2016. Ms. Ranck and Ms. Staton attended the Data Summit training on May 24, 2016.

The Library Board members in attendance requested that we send the County Commissioners the monthly statistical report and Administrative Report.

Old Business – Ms. Ranck said there are upcoming meetings for the planning of the new Berlin Library. Ms. Ranck will attend the Department Heads meeting concerning the FY 17 budget tomorrow, June 15, 2016. Ms. Ranck had a lawyer look at the meeting room policy. Ms. Ranck will send out an email to the board to seek board approval of the new policy.

New Business – Each branch will be getting a flat screen to install near the circulation desk. This will help promote our upcoming programs and services. Ocean City, Ocean Pines, and Snow Hill will be receiving ADA workstations to serve customers with disabilities. The library has purchased a one-year subscription to ArtistWorks. ArtistWorks provides self-paced musical and artistic lessons.

The meeting adjourned at 10:49am. The next meeting will be Tuesday, September 13, 2016 in Snow Hill.

  
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Amy Parker