

The Worcester County Library Board of Trustees met on Tuesday, May 9, 2023 at the Ocean Pines Branch. Members present were Jeff Smith, Sandra Buchanan, Vicki O'Mara, Patricia Tomasovic, Kathryn Culbertson, and Jocelyn Briddell. Nancy Howard was absent.

Also present were Jennifer Ranck, Director; Betsy Gravenor-Stacey, Assistant Director; Harry Burkett, Ocean Pines Branch Manager; Amy Parker, Business Manager; James Meckley; Brenda Meckley; Alicia Blake, Eastern Shore Regional Library; Catherine Hollerbach, Maryland Library Association Awards Committee; and Lee Monick.

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

Catherine Hollerbach, representing the Maryland Library Association Awards Committee, presented James Meckley with the 2023 MLA Outstanding Volunteer Award.

Mr. Burkett said the Friends of the Ocean Pines Library held their annual volunteer luncheon last month with 46 people in attendance. The branch is fortunate to have 30 regular volunteers each week. Jack Duffy was named Volunteer of the Year at the luncheon. Mark Millikin, author of "The Joy & Heartache of Our 1960s Music," hosted a program based on his book on April 28. On June 5, the Friends Group will have a local author's panel to coincide with the membership meeting.

A motion to accept the Minutes from the March 14, 2023 meeting as amended under New Business: "Mr. Smith said Ms. Briddell is working on a policy for general donations." was made by Ms. Culbertson; seconded by Ms. Buchanan. All present were in favor. A motion to accept the Minutes from the April 11, 2023 meeting was made by Ms. Culbertson; seconded by Ms. Tomasovic. All present were in favor.

Correspondence – No comments were made. The *County Seat*, *April Edition*, *Bayside Gazette*, and the *Coastal Dispatch* all mentioned Meet the New Pop-Up Library on April 26. *Ocean City Today* featured a picture of the Ocean City and Pocomoke staff for National Public Health week. *The Coastal Dispatch* had an article on the new Pocomoke library planned for the existing site and new photography exhibit opened at the Berlin library.

Financial Report – Ms. Parker reported on the branch expenses for April 2023. Ms. Ranck mentioned that usage statistics about the Pop-Up Library (circulation and program attendance) will be added to the monthly report.

Administrative Report – Board members received a copy of the Administrative report to review before the meeting. The Pop-Up library visited approximately 25 organizations/facilities and attended 4 community events in April. Mobile Service Coordinator Amanda Laick has done a wonderful job launching this project. Ms. Ranck said the library branches really appreciated the treats the Board dropped off to them for National Library Week. The Ocean City Branch's new Study Pod had over 40 uses for the month of April. The Delaware Botanic Garden has included the Ocean City Branch in their free pass partnership. Master Beekeeper, Crystal Lehmaning, presented a fantastic program on honey bees at the Pocomoke branch. Ms. Ranck said the Pop Up Library will be at the MLA Conference. Ms. Ranck said Andrea Schlottman who led the Writing for Wellness programs in Ocean Pines will be stepping back and Susan Bashore will be leading the program for the next several months. This has been a long-running program for the library and we are very grateful for Ms. Schlottman's service and hope this program will continue. Ms. Ranck showed the First Amendment audit training video created by the Pocomoke branch from Staff Day to the Board.

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 day went very well. Ms. Gravenor-Stacey made pancakes (along with a delicious topping bar) since it was the last day of National Library Week. Information about First Amendment audits and a review of checking library materials for bed bugs and other pests were shared. Staff spent the last hour participating in team building activities. Sixteen staff members are going to the MLA Conference this week in Cambridge. Ms. Gravenor-Stacey and Sara Wheatley met with several public school librarians. Ms. Wheatley will be attending end of the year events. We will have a one-page summer reading advertisement to pass out. The schools would like to expand their annual Media Expo with different categories such as podcasting. This is similar to a science fair concept. Volunteer judges are picked throughout the County. Ocean City has podcasting equipment that Ms.

Gravenor-Stacey will examine to see if it can be shared with students. The library has a lot of “how to books” and we can find volunteers to help teach students skills if necessary or create online tutorials. The EDI committee met yesterday. We are in the process of getting all staff comfortable with Northstar. Our next meeting is Monday, June 12.

**OLD BUSINESS:**

Ms. Ranck said that she is working with the Sheriff’s Office to develop procedures during a lock-down situation. Ms. Briddell asked about active shooter training. Ms. Ranck said yes, we have had the training through the Sheriff’s Office and all new staff members take an online course offered through FEMA (Federal Emergency Management Agency).

**Pocomoke** Jeff Schoellkopf is still on board to help with design. Ms. Ranck said she is looking for letters of support. Ms. Ranck will also need a letter from the County Commissioners stating their intent to match the grant if awarded. Ms. Ranck reached out to the Maryland State Library Agency to see if we can maintain the FY24 grant allocated for the Pocomoke project. Ms. Ranck showed new renderings to the board.

**Ocean City Branch Parking** The County approved Delmarva Power and Light’s easement request. A ten-foot fence will be installed around their new property and we believe will come very close to the small parking area on the library property. We expect work to begin soon, but are not aware of a specific start date.

**FY 24 Budget** The budget will be adopted the first Tuesday in June. Information distributed at the Public Hearing was shared in the Board packet.

**NEW BUSINESS:**

**Statewide Futures Blueprint** Included in your packet are slides from the second session of the Statewide Futures Blueprint meeting.

**Summer Reading** The 2023 Summer Reading Program, with the theme “All Together Now,” will run from June 20 through August 19, with programs and reading challenges for children and adults. Ms. Wheatley is planning an Art Supply Swap.

**Closed Session – Personnel / Library Director Evaluation**

Ms. Buchanan made a motion to have a closed session as noted on the meeting agenda at 10:50 a.m. under Maryland Open Meetings Act General Provisions Article § 3-305 (b) (2); Ms. O’Mara seconded. All were in favor. At 11:14 a.m., Ms. Buchanan made a motion to come out of closed session; Ms. Tomasovic seconded. Mr. Smith noted the meeting reconvened in open session at 11:14 a.m., and stated the board discussed a Personnel/Library Director Evaluation matter during the closed session.

The next board meeting will be Tuesday, June 13 at the Pocomoke branch at 9:30 a.m. Ms. Tomasovic motioned to adjourn the meeting; Ms. O’Mara seconded. All present were in favor. The meeting adjourned at 11:15 a.m.

---

Amy Parker