

The Worcester County Library Board of Trustees met on Tuesday, May 10, 2016 at the Ocean Pines Library. Members present were Ron Cascio, Richard Polhemus, Richard Davis, Vivian Pruitt, Holly Anderson, Rosemary Keech and Frederick Grant.

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

Regular meeting was called to order by Mr. Cascio at 9:30 am. Recording device was acknowledged.

A motion to accept Minutes from the April 19, 2016 meeting was made by Richard Polhemus and seconded by Richard Davis. All present were in favor.

Correspondence - An article was in the Ocean City Today paper May 6, 2016 about the theatrical performance of The New Adventures of Alice in Wonderland.

Financial Report – Ms. Parker reviewed expenses from April 2016. Ms. Ranck said that the Snow Hill taxes should not be on the report per Kathy Whited, Budget Officer and they have been removed from the upcoming FY 17 budget. Ms. Ranck reported on the statistics. Door counts are up, circulation is down slightly, and program attendance, especially for children has been increasing. Ms. Ranck said that overall the budget accounts for the library are in good shape. Mr. Cascio asked about the County wellness sessions. Ms. Ranck explained that eight employees attended a seated massage session held at the Ocean Pines branch. This was paid for by credits through CareFirst and was a “thank you” to library staff held during National Library Week. Ms. Ranck mentioned that Ms. Parker attends the yoga sessions held through the County and Ms. Parker agreed it is a great program and very much appreciated by the staff.

Administrative Report – Ms. Ranck said that three key people will be retiring in June 2016. They will be missed. Good things are happening at the branches as mentioned in the branch reports. Kathy Breithut does a great job with the youth programs.

Ms. Neville reported that 14 staff members attended the Maryland Library Association Conference in Ocean City, May 4-6. The Conference will be in Cambridge next year so we will have to see if we have enough funds to let some employees spend the night. Ms. Todd participated in a webinar called “Fundraising Resources for Nonprofits: Nonprofit reference in your community” on April 21st. Ms. Neville will be attending a training called “Beyond Awareness: Outreach to Underserved Patron Populations” on May 17th. Michael Carmean is enrolled in a 4 week ALA eCourse called “Rethinking Social Media to Organize Information and Communities”. Ms. Ranck and Ms. Staton will be attending “Statewide Data and Statistics” training on May 24th.

Old Business – Cost estimates for the new Berlin Library continue to be refined. Ms. Ranck is working on a FY 18 Capital Grant application to complete construction. She hopes to update the County Commissioners this summer about the project. Worcester County’s FY17

Budget Hearing was held on May 3rd at the Snow Hill High School. There were no questions or comments from the audience regarding the library budget. A copy of the presentation was included in the board packet. A draft meeting room policy was included in the packet for review. Suggestions to update the meeting room policy were shown in red. For example: A meeting room reservation is not confirmed until an email, electronic document, or fax is sent by the Worcester County Library to the requesting contact. Ms. Ranck will have a lawyer review the policy first and then bring back to the board in June for final approval.

New Business – We are now members of the Berlin, Ocean City, Ocean Pines, Pocomoke, and Snow Hill Chamber of Commerce. The Pocomoke Chamber invited Ms. Ranck to present at their April 2016 meeting.

Executive meeting was held from 10:20am to 10:35am to discuss personnel matters. Ms. Parker, Ms. Hall, and Ms. Neville left the room. The recording device was turned off.

At 10:35am the recording device was acknowledged again. Ms. Anderson made a motion allowing the Library Director to restructure personnel in order to create a position that will better support the staff and meet the needs of the community, seconded by Ms. Pruitt. All were in favor.

Ms. Hall reported that the Friends of the Ocean Pines Library provided a volunteer recognition reception April 27 and Commissioner Chip Bertino attended. The Volunteer of the Year was Jenny Zemo who helps the branch with book sales. Information about the Rackliffe House is displayed in the lobby showcase. The carpet was cleaned. The children's area has received an update; some shelving was removed to increase space for programming and activities. The primary voting was uneventful. Re-directed traffic flowed better; many thanks to County Road and Maintenance for their assistance. A picture of "Painting Emily" was passed around.

The meeting adjourned at 10:50am. Mr. Pruitt and Mr. Grant second the motion. The next meeting will be Tuesday, June 14, 2016 in Pocomoke.



Amy Parker