

The Worcester County Library Board of Trustees met on Tuesday, October 8, 2019 at the Berlin Library. Members present were Leslie Mulligan, Vicki O'Mara, Patricia Tomasovic, and Holly Anderson. Ron Cascio, Nancy Howard, and Jaime Bailey were absent.

Also present were Jennifer Ranck, Director; Rachael Stein, Assistant Director; Amy Parker, Business Manager; Alice Paterra, Berlin Branch Manager; Alec Staley, Local History Librarian; and Bethany Hooper from *The Coastal Dispatch*.

Regular meeting was called to order by Ms. Mulligan at 9:30 a.m. Recording device was acknowledged.

A motion to accept Minutes from the September 10, 2019 meeting was made by Ms. Anderson and seconded by Ms. O'Mara. All present were in favor.

Correspondence – *The Coastal Dispatch* featured an article about the Art Gallery in the Berlin branch.

Financial Report – Ms. Parker reviewed branch expenses for September 2019. Ms. Ranck added that the library received a higher water bill than usual for the Snow Hill branch. This may have to do with the new concrete patio; we think that quite a bit of water was used during the installation. Ms. Ranck mentioned that the Berlin branch is attracting more than twice as many users compared to the old facility.

Administrative Report – A copy of the report was sent in each board member's packet to review before the meeting. Ms. Ranck reported that all five branches received a display about the women's right to vote movement and the 19th Amendment from the Freeman Foundation. Next year will mark the 100th year anniversary of the ratification and branches plan to display it again. Ms. Ranck said Pocomoke held an open mic night program with a great turnout. The Snow Hill branch helped to support the Worcester County Fair with a story walk and a special story time presented by Kathy Breithut. The WCL Youth Team has planned 24 STEM programs between October 11 and November 10 for our participation in the 2019 Maryland STEM FEST. As part of the One Maryland, One Book program, Dr. Shane Hall from Salisbury University (SU) gave a lecture at the Snow Hill High School about Environmental Justice in the Face of Injustice. Science students from all three high schools attended as well as SU Environmental Studies students and the general public. The professor ended the lecture with time for the high school students to ask the SU students questions. "The Biggest Little Farm" screening in Berlin in partnership with the Taylor House and Berlin Arts and Entertainment was attended by over 90 people on Saturday, September 28. We were happily surprised by a visit from the documentarian John Chester, who provided a Q&A at the end of the film. Brain Health programs will begin in December.

Foundation news - there are three upcoming bus trips slated for next year:

- Saturday, February 29, 2020 to visit the Harriet Tubman Museum, the Brodess Farm, and Blackwater Refuge.
- Saturday, April 25, 2020, Chestertown, MD to take a trip on the replica of the 1768 schooner, Sultana. Self-guided exploration and lunch to follow, ending the day with a tour of the Sultana Education Center.
- Saturday, May 2, 2020 West Friendship, MD (Howard County) to visit the Maryland Sheep and Wool Festival.

Staff Development Report - A copy of the Staff Development report was sent in each board member's packet to review before the meeting. October 14, 2019 will be staff day training at the Ocean City branch. Active Shooter training will be offered for those who have not already attended. Board members are welcome to attend. Staff will return to their home branches in the afternoon to complete projects that easier to complete while the library is closed to the public. Ms. Ranck said that we are able to send one employee using LSTA grant funds to the YALSA conference in Memphis, TN November 1-3.

Old Business – A copy was sent in each board member's pack to review before the meeting.

Pocomoke Library Design Grant The CIP plan usually gets approved in December by the County Commissioners. Ms. Ranck needs direction from the County. The design plan has been moved to FY2022. Ms. Ranck noted the building will be 50 years old in January 2020.

Petition Policy Ms. Ranck will forward the email to the Board for review. We want to get as much as information as possible. The main goal is remain neutral.

Fine Free We will be the sixth County in the State to go fine free. Ms. Ranck will revise the "Frequently Asked Questions" document to include information about damaged items.

Citizens for Maryland Libraries (CML) Annual Meeting and Trustee Conference is planned for October 26 (9:30 am – 3 pm) at the new renovated Pratt Library in Baltimore. Registration ends October 18.

New Business –

Maryland Coastal Bays Program named the Berlin Branch as one of their "Gold Star Award" partners for 2018 in recognition of the energy efficient building.

Spring 2020 In-service Training Library administration would like to schedule a morning in-service training for staff to be held Friday, April 24. Branches will be open to the public from 1 – 5 pm. This will be included in the Holiday and Closings schedule which will be voted on at the November 2019 board meeting.

Finance Department Phil Thompson Worcester County Finance Director requested space in the Ocean Pines branch to house an employee currently located at the Isle of Wight office. The new location will benefit the Ocean Pines community who will be able to pay bills at the branch. The library will vacate one of the computer/study rooms to accommodate this request. There may be an opportunity to create space in the branch's staff workroom so that the library can use that space in the future for a tutoring room or maker space. The upcoming carpet replacement will give branch staff the opportunity to reconfigure the space.

Ms. Alice Pattera, Berlin Branch Manager, said Dave Nedrow is working hard on getting the Haunted Library ready for October 29, 30, and 31st. Sarah Knaggs is planning a Harry Potter themed program for October 18 since school is out that day. Kristen Merritt has replaced Katrina McDonald. Ms. Merritt is retired from Stephen Decatur Intermediate School. Trees are being taken down from the west side of the property to protect people and property. Ms. Pattera also mentioned children are skateboarding off the ramps outside after hours. Berlin police has been alerted to the problem and they will monitor the property after the branch closes.

The next board meeting will be Tuesday, November 12 at the Ocean City Library meeting room at 9:30 a.m.

Ms. Mulligan asked if those present had further comments or questions. Ms. Tomasovic motioned to adjourn the meeting; Ms. Anderson seconded. All present in favor. The meeting adjourned at 10:11 a.m.

Amy Parker