



Charles County Public Library
Regular Board Meeting
Board of Library Trustees
Meeting Location: Online Via Zoom
The public is invited to attend.
Thursday, September 3, 2020
6:00 p.m.
MINUTES

I. **Call to Order** - Claudia Bellony-Atanga (6:06 p.m.)

II. **In Attendance:**

Claudia Bellony-Atanga, President
Samantha Lynch Johnson
Vesselina Stoytcheva
Suzanne Darby
Danielle Staudt
Karla Kornegay
A quorum was present

Staff in Attendance: KennethWayne Thompson, Lloyd Jansen, Raymond Reed, Jessica Cruse, Lee Greely, Jess Kahan, Barbara Mazor, Cecelia Thomas, Daniel Rheingrover, Ivette Marcucci, Faith Tydings, Marianne Meador, and Shannon Bland

III. **Oath of Office for Karla Kornegay** (Claudia Bellony-Atanga):

Karla Kornegay was sworn in as a Library Board Trustee and took an Oath of Office.

IV. **Action Item: Approval of August 6 Meeting Minutes:** A motion was made by Claudia Bellony-Atanga to approve the minutes and it was seconded by Samantha Lynch Johnson. The motion was carried by a unanimous vote.

V. **Discussion Items:**

- **Executive Director's Report** (KennethWayne Thompson):
 - Partnership Enriching Lives: CCPL partnered with Lifestyles of MD to distribute lunches from 8/17 to 8/30, was a successful program.
 - CCPL is currently working with Delegate Davis to give out free books to CCPS students while the supplies last.
 - Upcoming Events: 9/13 - Many Wounds to Heal: Health Care (In)Equity
 - As CCPS students are learning virtually, the library is working on a homeschool project. Staff are pulling together homeschool resources: more to come on how CCPL can continue to support online learning for the balance of the school year.
 - Additional Comments: Vesselina Stoytcheva mentioned she utilized the curbside delivery and she had a great experience.

- VI. **Action Item: Approval of September Executive Director's Report:** A motion was made to approve the September Executive Director's Report by Claudia Bellony-Atanga and it was seconded by Vesselina Stoytcheva. The motion was carried by a unanimous vote.
- **Phase III Opening** (KennethWayne Thompson):
 - Both the Mobile Library and the Outreach Van will be equipped with hotspots; the outreach van will now receive a new hotspot obtained from a grant received. This is CCPL's way of reaching underserved neighborhoods that have little or no internet access. The Mobile Library will be the first branch opening in Phase III for the following reasons: 1) Safety 2) Allows CCPL to get out into the community more. Not only will CCPL deliver internet access, but we can also ascertain what types of services or programs we should be tailoring to at this time for those communities.
- VII. **Action Item: Approval of Welcome Back to the Library Reopening Document:** A motion was made to approve the Welcome Back to the Library Reopening Document by Claudia Bellony-Atanga and it was seconded by Vesselina Stoytcheva. The motion was carried by a unanimous vote.
- VIII. **Action Item: Approval of May Financial Report:** A motion was made to approve the May Financial Report by Claudia Bellony-Atanga and it was seconded by Samantha Lynch Johnson. The motion was carried by a unanimous vote.
- **Financial Report** (Barbara Mazor):
 - The July Financial report was discussed. The Miscellaneous Income Account, Line Item 46500: several refunds have been applied to this line item.
- IX. **Action Item: Approval of July Financial Report:** A motion was made to approve the July Financial Report by Claudia Bellony-Atanga and it was seconded by Vesselina Stoytcheva. The motion was carried by a unanimous vote.
- **Proposed FY21 Budget Proposal Revised 8-27-20** (KennethWayne Thompson):
 - The Proposed FY21 Budget Proposal (Revised 8-27-20) was discussed.
- X. **Action Item: Approval of Proposed FY21 Budget Proposal Revised 8-27-20 :** A motion was made to approve the Proposed FY21 Budget Proposal Revised 8-27-20 by Claudia Bellony-Atanga and it was seconded by Vesselina Stoytcheva. The motion was carried by a unanimous vote.
- XI. **SMRLA Board Meeting Update** (Danielle Staudt):
 - The CEO search is now complete and a candidate has been selected.
- XII. **New Business:**
- **Draft Development Plan** (Lee Greely):
 - The Development Plan was discussed. It has been updated to highlight goals and objectives.

XIII. **Action Item: Approval of Draft Development Plan** : A motion was made to approve the Draft Development Plan by Samantha Lynch Johnson and it was seconded by Karla Kornegay. The motion was carried by a unanimous vote.

- **Adopt-a-Book** (Lee Greely & Jess Kahan):
 - Adopt-a-Book was discussed to phase out, and supplement it with additional hotspots to help bridge the digital divide.

XIV. **Patron Conduct/Rules of Behavior Policy Review:** (Lloyd Jansen):

- The patron conduct/rules of behavior policies were reviewed.

XV. **Action Item: Approval of Patron Conduct/Rules of Behavior Policies** : A motion was made to approve the Patron Conduct/Rules of Behavior Policies by Claudia Bellony-Atanga and it was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

XVI. **Old Business:** None

XVII. **Public Comment:** None

Closed Session: Claudia Bellony-Atanga made a motion to move to closed session at 7:09 p.m.

Return to Open Session: Claudia Bellony-Atanga made a motion to return to open session. The motion passed unanimously and the board returned to open session.

Adjourn: Claudia Bellony-Atanga made a motion to adjourn. The meeting adjourned at 7:11 p.m.

Next meeting is via an online platform on October 1, 2020 at 6:00 p.m.