



Monthly Board Meeting Minutes  
Board of Library Trustees  
Meeting Location: Online Via Zoom  
The public is invited to attend.  
Thursday, February 4, 2021  
6:00 p.m.

- I. **Call to Order** - Ron Sitoula, President (6:00 p.m.)
  
- II. **Board Members In Attendance:**  
Ron Sitoula, President  
Danielle Staudt, Vice President  
Suzanne Darby, Treasurer  
Samantha Lynch Johnson  
Vesselina Stoytcheva  
Monica Allgauer  
*A quorum was present*  
**Board Members Absent:** Karla Kornegay  
In Attendance: KennethWayne Thompson, Lloyd Jansen, Jessica Cruse,  
Barbara Mazor, Raymond Reed, Brenda Wendell, Daniel Rheingrover, and Ivette Marcucci
  
- III. **Action Item: Approval of January 7, 2021 Meeting Minutes:** Due to a typographical error on the February Agenda, the motion was made and seconded to approve the December 3, 2020 meeting minutes instead of the January 7 minutes. The January 7 meeting minutes which were provided at the February 4 board meeting will be listed on the March Agenda for approval.
  
- V. **Discussion Items:**
  - **Executive Director's Report** (KennethWayne Thompson):
    - The Social Media Policy will be discussed at a future meeting.
    - The CCPL Online App is now available! Patrons may download it from either Google or Apple Stores. Library cards can be integrated, and the app will give patrons the full interface. Many thanks to Ray Reed, Lloyd Jansen, and Daniel Rheingrover for getting the App up and running.
    - Diversity, Equity and Inclusion Initiatives - in addition to creating a workgroup at the library to discuss diversity, equity and inclusion, we have reached out to Charles County Government requesting if we can link up with their EDI workgroup as well. CCPL staff is engaged in a series of webinars sponsored by the Maryland State Library entitled Dismantling Institutional Racism.
    - Marketing - please check out our FY20 Annual Report included in the Executive Director's Report.

- Library Legislative Day - CCPL was able to meet with all the state delegates and share an update on the library. We were also able to meet with Senator Arthur Ellis and share with him about our goal of launching the Dolly Parton Imagination Library. Senator Ellis is interested in an update during the summer, he would like to discuss ways to achieve funding for the project.
  - Ron Sitoula requests that the Board be sent specific meeting invitations for upcoming Library Legislative Day delegate meetings.
- **Financial Report** (Barbara Mazor):
    - The December Financial report was discussed. Donations for the fiscal year are \$6,768.

V. **Action Item: Approval of December Financial Report:** A motion was made to approve the December Financial Report by Danielle Staudt and it was seconded by Ron Sitoula. The motion was carried by a unanimous vote.

VI. **SMRLA Board Meeting Update** (Danielle Staudt and Samantha Lynch Johnson):

- A corporate meeting date will be set for everyone to be installed into new positions.
- The new Board of Directors page was reviewed at the last SMRLA meeting.

VII. **Old Business:**

- **By-Laws Changes** (Danielle Staudt):
  - The proposed changes to the By-Laws were discussed. An additional section to be added to the By-Laws was proposed. It was decided to add the By-Laws review to the March Agenda.
- **Board Operations Manual** (KennethWayne Thompson):
  - It was decided that the Board Operations Manual will be reviewed after the By-Laws revisions have been completed.

VIII. **New Business:**

- **Charles County Public Library Capital Campaign Fund** (KennethWayne Thompson):
  - KennethWayne requested to expand the purpose of the Charles County Public Library Capital Campaign Fund by revising the last sentence under Section I of the Fund Agreement regarding the purpose. The proposed revised sentence is as follows: "The fund is established for the following charitable purposes: to support capital improvement projects and operational programs and services of the Charles County Public Library." Discussion followed.

IX. **Action Item: Approval of the request to expand the purpose of the Charles County Public Library Capital Campaign Fund :** A motion was made by Vesselina Stoytcheva to approve the request to expand the purpose of the Charles County Public Library Capital Campaign Fund by revising the last sentence under Section I of the Fund Agreement to read:

“The fund is established for the following charitable purposes: to support capital improvement projects and operational programs and services of the Charles County Public Library.” The motion was seconded by Ron Sitoula. The motion was carried by a unanimous vote.

X. **Public Comment:** None

**Adjourn:** Ron Sitoula made a motion to adjourn the meeting. The motion was seconded by Danielle Staudt. The meeting adjourned at 6:59 p.m.

Next meeting is via an online platform on March 4, 2021 at 6:00 p.m.