



Monthly Board Meeting Minutes  
Board of Library Trustees  
Meeting Location: Online Via Zoom  
The public is invited to attend  
Thursday, December 2, 2021  
6:00 p.m.

I. **Board Members In Attendance:**

Ron Sitoula, President  
Suzanne Darby, Treasurer  
Samantha Lynch Johnson  
Karla Kornegay  
Patricia Vaira  
*A quorum was present*

**Absent:**

Danielle Staudt, Vice President  
Vesselina Stoytcheva

II. The Board would like to recognize employees who have a birthday in December - happy birthday! Thank you for your service to Charles County Public Library from the Board of Library Trustees! The Board extended holiday greetings to all staff.

III. Action Item: Approval of November 4 Meeting Minutes: A motion was made by Ron Sitoula to approve the November 4 meeting minutes and it was seconded by Samantha Lynch Johnson. The motion was carried by a unanimous vote.

IV. **Discussion Items:**

- **Executive Director’s Report** (KennethWayne Thompson):
  - The Mobile Library remains out of service, awaiting parts from the County Fleet department. The outreach van is being used for neighborhood visits.
  - The new La Plata library is moving forward.
  - Ron Sitoula stated Lee Greely is doing a great job with fundraising and Giving Tuesday; staff is doing a nice job with training and that the Washington Post service was a good idea.

**La Plata Branch**  
2 Garrett Avenue  
La Plata, MD 20646  
p: 301.934.9001

**PD Brown  
Memorial Branch**  
50 Village Street  
Waldorf, MD 20602  
p: 301.645.2864

**Potomac Branch**  
3225 Ruth B. Swann Drive  
Indian Head, MD 20640  
p: 301.375.7375

**Waldorf West Branch**  
10405 O'Donnell Place  
Waldorf, MD 20603  
p: 301.645.1395

**Mobile Services Branch**  
2 Garrett Avenue  
La Plata, MD 20646  
p: 301.456.4333

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- **Financial Report** (Barbara Mazor):
  - The financial report was presented by Barbara Mazor.
  - The electronic copy of the FY21 audit review will be received in the near future.
  
- V. Action Item: Approval of October Financial Report: A motion was made to approve the October Financial Report by Ron Sitoula as presented by Barbara Mazor. It was seconded by Samantha Lynch Johnson. The motion was carried by a unanimous vote.
  
- VI. Action Item: A motion was made by Ron Sitoula to approve the request to transfer of funds (\$74.92) from line item 43323 Branch Related Donations, to spruce up the staff bathroom at Waldorf West. It was seconded by Pat Vaira. Opposed: Karla Kornegay. The motion passed.
  
- VII. **SMRLA Board Meeting Update** (KennethWayne Thompson):
  - At the State Library Board meeting on December 1, all of the concerns regarding the new revisions for the State Library Resource Center were handled by a consultant. Recommendations will be presented to State Librarian Irene Padilla. Ms. Padilla will review the recommendations with the Attorney General, and an update will be provided.
  
- VIII. **New Business:**
  - 2022 Library Closings (KennethWayne Thompson):
    - The 2022 Library Closings list was presented.
  
- IX. Action Item: Approval of 2022 Library Closings: A motion was made to approve the 2022 Library Closings by Ron Sitoula. It was seconded by Suzanne Darby. 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 Pat Vaira. The meeting adjourned at 6:23 p.m.

Next meeting is via an online platform on January 6, 2022 at 6:00 p.m.