



Charles County Library Board of Trustees Meeting

June 2, 2022, 6:00 p.m.

I. **Board Members In Attendance:**

Suzanne Darby, Treasurer

Patricia Vaira

Karla Kornegay

A quorum was present

Absent: Ron Sitoula, President

II. The Board was called to order by Suzanne Darby.

III. Action Item: Approval of February and April Meeting Minutes: A motion was made by Pat Vaira to approve the February and April 2022 meeting minutes and it was seconded by Karla Kornegay. The motion was carried by a unanimous vote.

IV. **Discussion Items:**

- **SMRLA Board Mtg. Update** (Suzanne Darby):
 - Suzanne Darby provided an update on the upcoming SMRLA board meeting.
- **Executive Director’s Report** (KennethWayne Thompson):
 - The library is providing Mental Health First Aid training to library staff. The training is provided by Doria Fleisher, Charles County Government, Community Engagement Coordinator. The training is going very well.

V. **New Business:**

- **FY23 Proposed Budget:** The FY23 Proposed Budget has been approved by the County Commissioner’s office; the library is currently awaiting the official letter from the County Finance Office. The County has approved a Peer Outreach Associate position, a full time benefited position.
- **Dolly Parton Imagination Library update** provided by Glenda Fields
- **Holiday Policy Revision** was presented by KennethWayne Thompson

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Potomac Branch
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- VI. Action Item: Approval of Holiday Policy Revision : A motion was made to approve the Holiday Policy Revision by Pat Vaira. It was seconded by Suzanne Darby. The motion was carried by a unanimous vote.
- VII. **Financial Reports-March and April** (KennethWayne Thompson):
- The March and April financial reports were presented.
 - Donation Reserves Proposal: A request was made of \$1,289.19 (currently in donation reserves) to be allocated to various areas as outlined in the Director's Report.
- VIII. Action Item: Approval of March and April Financial Reports, and the Donations Reserves Proposal Request. A motion was made to approve the March and April financial reports, and the Donations Reserves Proposal Request, as outlined in the Director's Report, by Suzanne Darby. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.
- IX. **Public Comment:** None

Adjourn: Suzanne Darby made a motion to adjourn the meeting. The motion was seconded by Pat Vaira. The meeting adjourned at 6:26 p.m.

Next meeting is via virtual platform on August 4, 2022 at 6:00 p.m.