

## Charles County Library Board of Trustees Meeting

October 6, 2022, 6:00 p.m.

I. **Board Members In Attendance:**

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

II. The Board was called to order by Ron Sitoula.

III. The board wishes all staff that have a birthday in October a happy birthday!

IV. Action Item: Approval of the September Meeting Minutes: A motion was made by Ron Sitoula to approve the September meeting minutes and it was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

V. **Discussion Items:**

- **SMRLA Board Mtg. Update** (Suzanne Darby):
  - A committee will be reviewing by-laws. A sub committee will also research recruiting board members.
- **Executive Director's Report** (KennethWayne Thompson):
  - New La Plata Library: An update was provided regarding the New La Plata Library.

VI. **Financial Report - August** (Barbara Mazor):

- The August financial report was presented and discussed.

VII. Action Item: A motion was made to approve the August financial report by Ron Sitoula. It was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

VIII. **New Business:**

- Reconsideration of Library Materials Policy, Effective 10/6/22

IX: Action Item: A motion was made to approve the Reconsideration of Library Materials Policy, Effective 10/6/22 by Ron Sitoula. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

- Social Media Policy, Revised 9/30/22

X: Action Item: A motion was made to approve the revised Social Media Policy by Ron Sitoula. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

- Records Retention Policy, Reviewed 9/29/22

XI. Action Item: A motion was made to approve the reviewed Records Retention Policy by Suzanne Darby. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

- Ron Sitoula made a motion to discuss the possibility of in person board meetings changing to virtual meetings. Suzanne Darby seconded the motion for discussion. Discussion followed.

XII. Action Item: A motion was made to approve board meetings to be virtual in lieu of in person, beginning in November, 2022 by Ron Sitoula. The virtual meeting policy will be reviewed in May, 2023. It was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

XIII. Lloyd Jansen mentioned that Governor Hogan will be stopping at the La Plata Library on October 12 and presenting a citation.

XIV. **Public Comment:** None

**Closed Session:** Ron Sitoula made a motion to adjourn the open session meeting and begin the closed session at 6:37 p.m. It was seconded by Suzanne Darby. The motion was carried by a unanimous vote. The Board went into closed session at 6:37 p.m.

**Return to Open Session:** Ron Sitoula made a motion to return to open session at 6:50 p.m. The motion was seconded by Suzanne Darby. The meeting returned to open session at 6:50 p.m.

**Adjourn:** Ron Sitoula made a motion to adjourn the meeting. The motion was seconded by Suzanne Darby. The meeting adjourned at 6:51 p.m.

Next meeting will be held on November 3, 2022 via an online platform.