



Charles County Library Board of Trustees Meeting

November 3, 2022, 6:00 p.m.

I. Board Members In Attendance:

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

Absent: Karla Kornegay

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

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

IV. Action Item: Approval of the October Meeting Minutes: A motion was made by Ron Sitoula to approve the October 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):
 - The audit was presented at the last SMRLA meeting.
 - Check fraud was discussed at the SMRLA meeting.
 - The process is currently being phased in with the requirement of one board member and two citizens to serve on the SMRLA board from each county.

- **Executive Director's Report** (Lloyd Jansen):
 - Governor Hogan's visit to the La Plata Library was discussed.
 - The parent child workstation is now set up at Waldorf West.
 - The SOAR room has been updated at Waldorf West.
 - Wes Moore visited Waldorf West on October 21.
 - Christine England has been appointed Data Librarian, Julianna Hieb is now Branch Manager at Waldorf West, and Shannon Bland is our new Development Manager.

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

   @ccplonline
www.ccplonline.org

- **Development Department Update** (Shannon Bland):

Shannon Bland mentioned as the end of year giving is wrapping up and looking ahead to Giving Tuesday, if there are any board members or businesses that would like to be a matching partner or a library influencer for the day to help spread the library's campaign for Giving Tuesday, please reach out to Shannon Bland. Discussion followed.

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

- The September financial report was presented and discussed.

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

VIII. **New Business:**

- The 2023 Charles County Public Library closing dates were presented.

IX: Action Item: A motion was made to approve the 2023 Charles County Public Library closing dates 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 6:25 p.m.

Next meeting will be held on December 1, 2022 via an online platform.