



## Charles County Library Board of Trustees Meeting

December 1, 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 December a happy birthday!

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

V. **Discussion Items:**

- **SMRLA Board Mtg. Update (Pat Vaira):**
  - A meeting was held regarding members serving on the SMRLA board. The new statute passed to serve on the SRMLA board states that the three members from each county serving will consist of two citizens from each county and one board member from each county library. By-laws will need to be rewritten. A separate meeting was held regarding recruitment.

VI. **New Business:**

- The Charles County Public Library’s FY22 Audit report was provided. (Presented by Chris Lehman of SB & Company LLC)

VII: Action Item: A motion was made to approve the FY22 Audit by Suzanne Darby. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

**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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- **Executive Director's Report** (KennethWayne Thompson):
  - The Citizens for the Charles County Public Library, Inc. (C4CCPL) gave a generous donation of \$12,500 to the library to purchase 30 Chromebooks and hotspots for customers to use.
  - Library Kiosk at Nanjemoy Community Center: Installation will be delayed. KennethWayne Thompson will work with the County Superintendent to receive additional permits and also a revised quote for the concrete pour.
  - New Outreach Van - delivery is scheduled for CCPL to receive the van by the end of the year.
  - New La Plata Library - Communications meetings will continue beginning December 22. The La Plata Design Review Board has approved the design as presented, therefore meetings will be held to schedule the groundbreaking and to discuss other interior items about the library.
  - The Community Engagement Department has created a wonderful partnership with the Charles County Detention Center to create a library at the detention center inside for the customers. Materials and electronic equipment is currently being worked out. As the project moves forward with a launch date, an update will be provided to the board.

VIII. **Financial Report - October** (Barbara Mazor):

- The October financial report was presented and discussed.

IX. Action Item: A motion was made to approve the October financial report by Suzanne Darby. It was seconded by Pat Vaira. 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 Suzanne Darby. The meeting adjourned at 6:31 p.m.

Next meeting will be held on January 5, 2023 via an online platform.