

## Charles County Library Board of Trustees Meeting

January 5, 2023, 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 January a happy birthday!

IV. Action Item: Approval of the December Meeting Minutes: A motion was made by Ron Sitoula to approve the December 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 SMRLA update was provided. A board retreat will be held in March.
- **Executive Director's Report** (KennethWayne Thompson):
  - The new outreach vehicle will be delivered on January 23. There will be training for drivers. As a reminder, the vehicle was acquired with ARPA funds.
  - The new La Plata Library meetings will begin again on January 26. KennethWayne Thompson hopes to have updated information regarding the groundbreaking and interior of the building. Updates will be provided as received.
  - December 9 was the CCPL Staff and Volunteer appreciation day at the AMF Waldorf Lanes, staff and volunteers had a great time.

**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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- In 2022 CCPL raised over \$36,000 in donations. Of the \$36,000 we recently received \$12,500 from the Citizens for the Charles County Public Library, Inc., and new Chromebooks and hotspots have been purchased.

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

- The November financial report was presented and discussed.

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

VIII. **New Business:**

- Library Program Policy - Revised 12/1/22

IX: Action Item: A motion was made to approve the revised Library Program policy by Ron Sitoula. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

**Development Update** (Shannon Bland):

- A thank you to Dr. Karla Kornegay for sharing her thank you video. A monthly newsletter entitled CCPL Donor's Digest has been going out to donors.
- Shannon Bland has sent some handwritten thank you notes to donors for their donations. Board members are welcome to assist with writing thank you notes.

X. **Public Comment:** None

**Closed Session:** Ron Sitoula made a motion to adjourn the open session meeting and begin closed session at 6:19 p.m. The motion was seconded by Pat Vaira. The Board went into closed session at 6:19 p.m and returned to open session at 6:49 p.m.

Next meeting will be held on February 2, 2023 via an online platform.