Charles County Library Board of Trustees Meeting
May 4, 2023, 6:00 p.m.

I. Board Members In Attendance:
Ron Sitoula, President
Suzanne Darby, Treasurer
Karla Kornegay
Robin Brown
Donald Ely
Ruth Anderson-Cole
A quorum was present

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

III. Oath of Office given to Robin Brown, Donald Ely and Ruth Anderson-Cole.

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

V. Discussion Items:

● SMRLA Board Mtg. Update (Suzanne Darby):
  ○ There was a meeting on April 11. Discussion involved a job position study.
  ○ The SMRLA 2024 Budget was approved and the Organization chart was reviewed by the SMRLA board.
  ○ SMRLA is in the process of coordinating an RFP for delivery.
  ○ The SMRLA board will consist of two board members and one community resident from each County.
  ○ SMRLA will meet again in May and in July.

● Executive Director’s Report (KennethWayne Thompson):
  ○ A special warm welcome to new board members!
  ○ The Charles County Public Library Detention Center library was discussed.
VI. **Financial Report - February and March** (Barbara Mazor):
   ○ The February and March financial reports were presented and discussed.

VII. **Action Item:** A motion was made to approve the February and March financial reports by Suzanne Darby. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

   - **Eagle Hill Consulting - 2024-2029 Strategic Plan** (Madeleine Watson and Shawnice Nickens):
     ○ Eagle Hill Consulting provided a presentation on the progress of the Charles County Public Library 2024-2029 Strategic Plan

   - **Collection Development Policy - Revised 3/28/23** (Jessica Hubbard):
     ○ The Collection Development Policy, revised 3/28/23 was presented.

VIII. **Action Item:** A motion was made to approve the Collection Development Policy, revised 3/28/23 by Ron Sitoula. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

   - **Meeting Room Fees - Revised 5/4/23** (Lloyd Jansen):
     ○ The Meeting Room Fees, revised 5/4/23 was presented.

IX. **Action Item:** A motion was made to approve the Meeting Room Fees, revised 5/4/23 by Pat Vaira. It was seconded by Ruth Anderson-Cole. The motion was carried by a unanimous vote.

X. **Public Comment:** A public comment was made by Charles County resident Suzanne Lee.

**Adjourn:** Pat Vaira made a motion to adjourn the meeting. The motion was seconded by Donald Ely. The meeting adjourned at 6:52 p.m.

Next meeting will be held on June 1, 2023 via an online platform.