

## Charles County Library Board of Trustees Meeting

October 5, 2023, 6:00 p.m.

### I. Board Members In Attendance:

Ron Sitoula, President  
Suzanne Darby, Treasurer  
Ruth Anderson-Cole  
Robin Brown  
Donald Ely  
Dr. Karla Kornegay  
Patricia Vaira  
*A quorum was present*

II. The Board was called to order by Ron Sitoula at 6:00PM

III. Ron Sitoula recognized all of the CCPL staff with October birthdays.

IV. Action Item: Approval of the September 2023 Meeting Minutes: A motion was made by Ruth Anderson-Cole to approve the September 2023 meeting minutes and it was seconded by Robin Brown. The motion was carried by a unanimous vote.

### V. Discussion Items:

- **SMRLA Board Mtg. Update** (Pat Vaira): Pat Vaira reported that there was no SMRLA Board meeting since the last CCPL Board meeting. The next meeting was scheduled for next week.
- **Deputy Director's Report** (Lloyd Jansen):
  - Recognized Paco Blake, a regular library donor, who passed away at the age of 75. The family requested donations to CCPL in lieu of flowers.
  - LEED certification at the Basic level has been submitted for the new La Plata building. The Town of La Plata and Charles County Government are still working on questions regarding the houses that are on the property.
  - The Waldorf West painting project is underway.
  - STELLAR participants starting October 17th: Melissa Lauber, Nikeia McFarlane, Charley Hobbs, Faith Tydings.

**VI. Financial Report - July 2023** (Barbara Mazor):

- The August 2023 financial report was presented and discussed.

VII. Action Item: A motion was made to approve the August 2023 financial report by Suzanne Darby. It was seconded by Ruth Anderson-Cole. The motion was carried by a unanimous vote.

- **Time to Care Act Insurance Collaborative** (David Johnson, Vice President, Bolton): David Johnson explained the Time to Care Act, its ramifications for the library, and gave options for how CCPL can choose to administer this new benefit.

VIII. Action Item: Ron Sitoula made a motion to authorize \$3,000 to participate in the Time to Care Act Collaborative. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

- **Social Media Policy, Reviewed 9/12/2023:**
  - The Social Media Policy, Reviewed 9/12/2023 was presented.

IX. Action Item: Ron Sitoula made a motion to approve the Social Media Policy, reviewed 9/12/2023. It was seconded by Suzanne Darby. The motion was carried by a unanimous vote.

- **2024 Library Closings:**
  - The 2024 Charles County Public Library closing dates were presented.

X. Action item: Ron Sitoula made a motion to approve the proposed 2024 library closing schedule. It was seconded by Robin Brown. The motion was carried by a unanimous vote.

XI. **Public Comment:** No public comments were made.

**Adjourn:** Ron Sitoula made a motion to adjourn the meeting. The motion was seconded by Ruth Anderson-Cole. The motion passed unanimously. The meeting adjourned at 7:05 p.m.

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