

Charles County Library Board of Trustees Meeting

November 2, 2023, 6:00 p.m. **APPROVED: 12/7/2023**

I. Board Members In Attendance:

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

Absent: Donald Ely

II. The Board was called to order by Ron Sitoula at 6:01PM

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

IV. Action Item: A motion was made by Ron Sitoula to add an item suggested by Suzanne Darby to the agenda. It was seconded by Patricia Vaira. The motion was carried by a unanimous vote.

V. Action Item: Approval of the October 2023 Meeting Minutes: A motion was made by Patricia Vaira to approve the October 2023 meeting minutes and it was seconded by Ruth Anderson-Cole. The motion was carried by a unanimous vote.

VI. Discussion Items:

- **SMRLA Board Mtg. Update** (Pat Vaira): The SMRLA audit was reviewed at the last meeting. The audit was clean. Also discussed was the Microsoft 365 portal, the board heard a Time to Care Act presentation, and they discussed the by-laws. Charles County will need to find a citizen member for the SMRLA board.
- **Executive Director's Report** (KennethWayne Thompson): The Town of La Plata and Charles County continues to work on a resolution regarding the two existing properties on the site of the new La Plata Library.

VII. Financial Report - July 2023 (Barbara Mazor):

- The September 2023 financial report was presented and discussed.

VIII. Action Item: A motion was made to approve the September 2023 financial report by Suzanne Darby. It was seconded by Pat Vaira. The motion was carried by a unanimous vote.

- **Citizens for Maryland Libraries Conference** (Suzanne Darby): There were discussions about the library's written Collection Development and Reconsideration of Library Materials policies, increasing marketing to non-library users, and a "memory lab" service.
- **Meeting Room Policy; Public Computer/Internet Policy; Hours of Work Policy:** Tabled until the December meeting.

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

Adjourn: Ron Sitoula made a motion to adjourn the meeting. The motion was seconded by Patricia Vaira. The motion passed unanimously. The meeting adjourned at 6:32 p.m.

Next meeting will be held on December 7, 2023 via an online platform.