

Our Mission: The Charles County Public Library creates opportunities for the community to engage, discover, and learn.

Our Vision: We are a trusted Charles County anchor that enhances lives and supports our communities.

Charles County Public Library

Board of Trustees Regular Meeting Minutes

November 7, 2024, 6:00 p.m. *Approved January 9, 2025*

Board Members In Attendance:

Patricia Vaira

Robin Brown

Ron Sitoula

Ruth Anderson

A quorum was present

Call to Order and Roll Call: The Board was called to order by Ron Sitoula at 6:00 pm.

- **Approval of Minutes:** Ron Sitoula called for a motion to accept the September 5, 2024 Minutes as presented. The motion was made by Ron Sitoula to accept the Minutes as presented and it was seconded by Patricia Vaira. The motion was carried unanimously.
- **Public Comments:** There were no guests in attendance.
- **New Business**
 - **Financial Reports:** August and September Financial Reports were presented. Ron Sitoula called for a motion to accept the August and September Financials as presented. The motion was made by Ron Sitoula to accept the Minutes as presented and it was seconded by __. The motion was carried unanimously.
 - **Open Board Positions** (KennethWayne Thompson): Interview date and times were discussed and agreed to be held November 19, 2024 between 6:00 PM and 8:00 PM.
- **New Business**
 - **Hoopla Content** (Jess Hubbard): Jess Hubbard discussed content quality concerns about Hoopla. Hoopla has been adding a massive influx of content, e.g. over one million ebooks, and the quality has been variable, including A.I. generated content, summary content, or self-published titles that don't meet the standards in the Collection

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2 Garrett Avenue
La Plata, MD 20646
p: 301.934.9001

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Memorial Branch**
50 Village Street
Waldorf, MD 20602
p: 301.645.2854

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 Library
Branch**
2 Garrett Avenue
La Plata, MD 20646
p: 301.456.4333

**Charles County
Detention Center**
6905 Crain Highway
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p: 301.934.9001

**24-Hour Library
Kiosk**
4375 Port Tobacco Road
Nanjemoy, MD 20662
p: 301.934.9001

Development Policy. Collection Development has been meeting with Hoopla to discuss concerns, fostering discussion with other neighboring libraries, asking Hoopla for more transparency in how they vet they select their content, and have blocked about 10% of the total Hoopla collection so far.

- **New Accounting Policies and Procedures:** Barbara Mazor presented the accounting policy. ____ motioned to accept the policy as written. ____ seconded. The motion carried unanimously.
- **Executive Director Update (KennethWayne Thompson):**
 - **New La Plata Library/Winkler House Update:** KennethWayne explained it has been determined that the presence of the Winkler House will not interfere with the construction of the new La Plata Library. The County and Town of La Plata are still deciding what will be done with the house.
 - **Charles County Public Library Holiday Closings:** The schedule for library closed days in calendar year 2025 was presented for approval. Pat Vaira moved to accept the closed day calendar as presented. _____ seconded. The motion passed unanimously.
 - **FY26 Budget Proposal:** The FY26 Budget Proposal was presented. Ron inquired about adding a funding request for another Kiosk in the Indian Head area. The efficacy of the existing kiosk and challenges with adding another unit was discussed. KennethWayne requested Ron send specific justification for the funding request by December 9, 2024 to be included with CCPL’s budget proposal to the county.
 - **RFP for Insurance Broker Services:** KennethWayne informed the board that no proposals were received by the close date, and therefore he would inform the board of his vendor selection.
 - **2025 Board Meeting Schedule / Board Interviews:** The board decided to continue meeting every other month.

Ron Sitoula wished a happy birthday to all the staff members who celebrate a birthday in October, November and December

- **Adjournment:** Ron Sitoula called for a motion to adjourn. Pat Vaira seconded the motion. The motion passed unanimously. The meeting adjourned at TBD pm.

The next meeting will be held on January 9, 2025 via an online platform.

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