

Kent County Public Library Board of Trustees

Minutes of the October 8, 2014 Meeting

Present: Richard Kalter, President; Barbara Macbeth, Vice President; Wendy Costa, Secretary; Joseph Harding, Trustee; Clayton Newell, Trustee; Harry Packard, Trustee; Jacqueline Adams, Director; Pat Merritt, County Finance Officer; Jeanne Edwards, County Finance Office; Auditors

The meeting was called to order at 4:00 pm.

The minutes of the previous meeting were approved.

Treasurer's Report/Finance Committee

Mr. Harding informed the board that revised financial statements should be available for the next meeting of the Board of Trustees.

Evaluation Committee

Mr. Newell circulated the Board of Trustees self evaluation form.

Mr. Newell informed the Board of Trustees that five applications to become Trustees had been received and that the candidates would be interviewed before the November meeting of the Board of Trustees.

Facilities Committee

Mr. Packard circulated the Globus Design Associates plans. Ms. Adams had collected comments with regard to the plans. The Board of Trustees discussed the plans and staff comments.

The Board of Trustees confirmed that the bathrooms and the circulation desk addressed initially. Mr. Kalter suggested that a staff member be present for the meeting with Susan Globus.

Mr. Packard and Ms. Adams agreed to meet before the meeting to discuss staff comments.

Librarian's Report

Ms. Adams presented the circulation statistics for the previous month, noting that children's materials were rising.

SB & Company representatives presented the audit for Fiscal Year 2014 to the Board of Trustees. They expressed a clean opinion with no negative comments with regard to the

financial state of the Library. The auditors informed the Board of Trustees that they had received full cooperation from the director and library staff.

Ms. Costa moved to accept the proposed strategic plan goals for 2015. Ms. Macbeth seconded the motion, which was approved unanimously.

Ms. Adams informed the Board of Trustees about an author event on the evening October 10.

Ms. Adams informed the Board of Trustees that 30 parents and children had attended the September 11 parent café.

Ms. Adams noted that there was a new book club in the North County Branch which began with the One Maryland One Book.

Ms. Adams informed the Board of Trustees about various staff day activities.

Ms. Adams informed the Board of Trustees that the League of Women Voters had held candidate forums at the library with 60 to 80 people attending.

Mr. Harding noted that October 19 to October 25 was Friends of the Library Week. Ms. Costa produced a press release in recognition to be published in the Chestertown Spy. Ms. Adams noted that there were no events planned with regard to Friends of the Library Week.

Ms. Adams introduced Ashley Fedele, the new Reference and Technology Associate, to the Board of Trustees. Ms. Fedele spoke to the Board with regard to plans for future programming.

Ms. Adams distributed emergency packets.

Closed Session

The Board of Trustees discussed possible salary adjustments for library personnel.

The meeting reopened at 5:15 pm.

The motion to adjourn was approved unanimously. The meeting was adjourned at 5:15 pm.