

Kent County Library Board of Trustees

Minutes of the August 19, 2015 Meeting

Present: Barbara Macbeth, President; Joseph Harding, Vice President; Sarah Schut, Treasurer; Beverly Birkmire, Trustee; Richard Kalter, Trustee; Charles Lerner, Trustee; Jacqueline Adams, Director; Chris Walmsley, Staff Member

The meeting was called to order at 5:00 pm.

Ms. Macbeth noted that Ms. Costa was excused from the meeting.

The agenda was reviewed. Ms. Macbeth added marketing initiative to the financial reports.

The minutes of the previous meeting were reviewed. Mr. Lerner moved to approve the minutes as submitted. Mr. Kalter seconded the motion, which was approved unanimously.

Finance & Treasurer's Report

Ms. Schut reviewed the back balance and check register of the previous month with the Trustees.

Ms. Birkmire moved to approve budget adjustments to the Fiscal Year 2015 budget as recommended by the Finance Committee. Mr. Lerner seconded the motion, which was approved unanimously.

Ms. Birkmire moved to approve budget adjustments to the Fiscal Year 2016 budget as recommended by the Finance Committee. Mr. Kalter seconded the motion, which was approved unanimously.

Ms. Birkmire reviewed the projection of Fiscal Years 2015 and 2016 with the Trustees.

Ms. Birkmire informed the Board of Trustees that the Finance Committee was working on updating the Budget and Procurement Policy.

Ms. Macbeth discussed advertising opportunities with the Trustees.

Funding Partners Update

Ms. Birkmire reported to the Trustees with regard to funding received from the Friends of the Library.

The Trustees discussed the Foundation for the Kent County Public Library liaison position.

The Trustees discussed funds received from the Corr Foundation.

Director's Report

Ms. Adams reported to the Trustees on the Staff Development Day. Ms. Adams informed the Trustees that Jessica Riggins had presented to the staff about apps and devices, with an emphasis on productivity and ebooks.

The Trustees discussed the Fiscal Year 2016 goals of the Strategic Long Range Plan. Mr. Kalter moved to approve the goals as presented. Ms. Schut seconded the motion, which was approved unanimously.

Ms. Adams reported to the Trustees on the usage statistics for the Library.

Ms. Adams presented upcoming programming related to the One Maryland One Book for 2015.

Facilities Committee

Mr. Harding circulated the schedule for the circulation desk renovation. Mr. Harding noted that options for furnishing the area were being investigated.

Trustee Search

The Trustees discussed the search for new trustees.

New Business

The Trustees discussed the Citizens for Maryland Libraries Trustee Seminar.

The Trustees discussed the Outstanding Library Employee Award.

No further business was brought before the Trustees.

Ms. Birkmire moved to adjourn the meeting. Mr. Lerner seconded the motion, which was approved unanimously. The meeting was adjourned at 6:33 pm.

Barbara K. Macheth