



DORCHESTER COUNTY PUBLIC LIBRARY

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Dorchester County Public Library Board of Trustees Meeting May 18, 2022 at 6:30pm – Central Branch Minutes

Attendees: Crystal Henningsen, Julie Kennedy, Anne Whaples, Talibah Chikwendu, Frances Windsor, Amanda Reece, Kierra Farrare, Wyrta Myster

Call to Order - 6:40

Approval of Minutes (minutes approved, no changes needed)

Director's Report:

Financial Report - Amended FY22 Budget (Vote Needed)

Less money was spent on salaries due to staffing gaps and changes. There was fluctuation with retiree insurance with the addition of one recent retiree and the loss of two retirees. The Eastern Shore Regional Library (ESRL) accounts were adjusted to close out the grants. Various other adjustments were made due to the ARPA grant funds and increased costs of utilities, insurances, publicity, maintenance and equipment. The Friends of the Library funds increased. Crystal Henningsen and Julie Kennedy will work on thanking the people and businesses who have donated to us for the Meeting Room costs via social media and newspaper. We will be getting some updates on funding from the county as it looks like they will grant us the requested \$13K increases and we may receive similar from the state, as well.

The letter for opening the PayPal account is now signed and minutes will now be approved. Ms. Henningsen and Ms. Kennedy will move forward with this through Bay VanGuard Bank in the near future.

The Board will be emailed for a virtual vote on approving the budget since we do not have a quorum.

Personnel Update

Sara Sears is now the Information Department Manager, Lanett Bagley is the Branch Manager, Hannah Smutny has moved into a Library Associate position at Hurlock, and Madison Dunham was hired for the Hurlock Clerk position. Hurlock will open back up on Fridays starting in June.

The first round of Circulation Clerk interviews was unsuccessful. The next round of interviews will begin next week with 11 more candidates. The Library will also be conducting interviews for a janitor so Administrative Assistant, John Dabney, can relinquish his custodian position. There have been challenges in finding a custodial candidate and cleaning companies keep giving us steep quotes because they likely think we are part of the county government. The hourly person for Hurlock will be focused on after the cleaning person is secured.

Summer Reading Update/Plans

Ms. Kennedy shared flyers regarding the upcoming summer events and discussed the Kickoff Party to be held on June 25th, with community partners in the library parking lot. She will also email out the flyers and Kickoff registration letter to the Board for further sharing. Programs will be available for all ages, children, teens, and adults. Special guests, the use of Bingo game boards and incentives, raffle slips for prizes, and events Monday-Thursday on a weekly basis, will again be part of this summer reading program, as we had in years past.

Central Branch – Flooded Parking Lot

The parking lot flooded again with the storm on May 16. Staff filmed the event as water reached the top of the sidewalk, but did not flow over this time. Ms. Henningsen contacted Public Works on May 17. They said they would speak with their engineer and call back on Wednesday. They called back on May 18 and said that the nearest storm drains are clear, but they are meeting with the engineer to discuss the flow of water because they recognize that we are taking on water from all surrounding areas. They will call back if they have questions or need any additional information.

Ms. Henningsen noted that it would be a good idea for a Board member to follow up with Public Works to see how things are going.

Old Business

John Moll Mural Report –

Ms. Whaples sent an email to Melissa Cooperman at the Center for the Arts for any ideas on the restoration, as well as the lady working on the Dorchester women's history mural. Several local artists were mentioned as possibilities to assist with the project: Miriam Moran (completed large portion of mural in Cora's Corner), Bobbi Jo Annals ("Believe" mural in town), and Charles Ross (suggested by Ms. Farrare). A single-person lift could be rented from Grand Rental Station in Easton for about \$110/day. The MD Arts Council has a Public Arts Across MD Grant, ranging from \$5,000-50,000 for conservation efforts.

New Business

Review of Trustees Terms – Ms. Chikwendu

Ms. Chikwendu noted that to remain a Board member, you cannot miss 3 consecutive meetings. The Executive Committee can do a vote for removal as needed.

The following upcoming term adjustments are as follows:

Term Ending July 2022 and Cannot be Renewed - Claudia White-Cooke

Term Ending July 2022 and Can be Renewed - Talibah Chikwendu, David Yockey

Term Ending in July 2023 and Cannot be Renewed - Clinton Weems

Term Ending in July 2023 and Can be Renewed - Amber McGinnis, Wyritya Myster, Amanda Reece

New Board members will be needed. One former Board member, George Ames, has said that he will return and will need to be contacted by a member of the Board to be invited back. Other possible candidates must be interviewed by the Board members of the Nominating Committee. Ms. Kennedy can assist, as well, if needed, but library staff cannot solely conduct the interviews since the Board is a governing body.

Committee Reports

The Hurlock Building Committee Report – Members of committee not present

Ms. Henningsen discussed meeting with Mayor Cephas, John Avery, Bill Christopher, and possibly other North area mayors to meet to discuss plans. We are waiting to see how the election goes moving forward before pulling the news media in to publicize as it is too early in the process. We have an estimate of 2027-2028 for completion, at the earliest. Letters of support for match from the county council will be needed by next May. Then, everything will go to the MD State Library review board for the capital grant. It will then go to the State Librarian for final approval.

Money would then be available July 1st, if awarded. A site survey and design plan would be the next steps, building-wise. Several Board members are unsure of the industrial railroad station vibe of the exterior of the building in the blueprint designs but the final plans are yet to be determined and we may be able to get quotes from other architects if needed.

Adjournment - 8:02pm, by Ms. Chikwendu