

MISSION STATEMENT

The Somerset County Library System promotes learning by providing materials, services, and access to information that enrich our community and excite the imagination.

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BOARD OF SOMERSET COUNTY LIBRARY TRUSTEES

DRAFT MEETING MINUTES

**Wednesday, August 10, 2016 4:00 to 5:30 p.m.
Princess Anne Library**

Present: J.D. Samus, Board President; Tom Brice, Board Vice President; George Milbert, Board Treasurer; Ann Smith, Board Member; Marlina Turner, Board Member; Heather Hurst, Board Member arrived at 4:30 p.m.; Linda Riggin, President Somerset County Library Foundation; Mark Thomas, Interim Director; Rose Donoway, Princess Anne Branch Manager; Gabe Stuckey, Crisfield Library Branch Manager; John Venditta, ESRL Administrator. Absent: Keisha Evans, Board Member; Jan Gorely, Administrative Assistant (who was working with the auditor).

CALL MEETING TO ORDER

President Samus called the meeting to order at 4:11 p.m.

CONSENT AGENDA

Approve minutes from regular meeting of June 8, 2016
Approve minutes from special meeting of June 24, 2016

Approve financial reports for the period July 1, 2015 – June 30, 2016
Approve financial reports for the period July 1, 2016 – July 31, 2016

President Samus asked if there was any discussion about the consent agenda.

President Samus asked for a motion to approve the consent agenda. Motion was made by Mr. Brice, seconded by Ms. Smith, and the consent agenda was unanimously approved.

LIBRARY ADMINISTRATOR'S REPORT

Mr. Thomas said that he and Jan met with the County Commissioners in a closed session regarding the arbitration. Mr. Thomas reported the outcome of the meeting and a discussion followed. Mr. Thomas stated that he will be away the week of August 15.

Development Committee Report

Ms. Riggin thanked Mr. Stuckey on behalf of Ms. Evans for hosting the Board of Education meeting at the Crisfield Library. Everyone who attended that meeting was impressed and stated how wonderful the new Crisfield Library is.

Ms. Riggin mentioned that the brick campaign will resume filling the remaining fifty-six spaces. Ms. Evans will be working on this along with Ms. Riggin.

Ms. Riggin said that the process of getting blinds for the Crisfield Library meeting room has begun.

Ms. Riggin stated that another rack of chairs for the Crisfield Library meeting room has been ordered.

There was discussion about installing a plaque in the Crisfield Library with the names of those involved in the process of making the new Crisfield Library a reality. Mr. Thomas will research and pursue this.

Branch Highlights

Ms. Donoway reported that the 5K Walk/Run on June 18 in Princess Anne was a success. There were seventy-five participants in the event. The Summer Reading Program is going well particularly the Minecraft programs for the tweens and teens. Ms. Donoway mentioned some of the Adult Summer Reading Program that happened in July at the Princess Anne Library including Tai Chi, Survival Bucket Kits, and Smith Island History. The Princess Anne Library also had a partnership with the school system bringing lunches to the Children's Special Summer Reading Events.

Mr. Stuckey reported that the number of visits at the Crisfield Library have really increased from the number at the Corbin Library. In July 2016 the number of visits was 4,949 which was an increase of 2,398 from July 2015. There is also an increase in the number of children using the Early Literacy Computers which was 225 in July 2016. Mr. Stuckey stated that he continues to do programs at the nursing home once a month.

GOVERNANCE

Election of Officers for Board of Trustees effective October 1, 2016: Board President: Mr. Tom Brice; Board Vice President: Ms. Ann Smith; Board Treasurer: Mr. George Milbert. Mr. Samus asked for a motion to approve the election of officers. Motion was made by Ms. Turner, seconded by Ms. Hurst, and the board unanimously approved the officers.

Check Signing Duties:

New check signers are needed because of the departure of Ms. Sheldon and the end of term for President Samus. Ms. Smith and Ms. Hurst have agreed that they are willing to be check signers for the Somerset County Library accounts. President Samus asked for a motion to approve the appointments of Ms. Smith and Ms. Hurst to be check signers. Motion was made by Mr. Brice, seconded by Mr. Milbert, and the board unanimously approved Ms. Smith and Ms. Hurst to be check signers on Somerset County Library accounts.

Accept Appointments:

Michele Henry: Princess Anne Library Assistant

Jesse Drewer: Crisfield Library Technology Coordinator

President Samus asked for a motion to accept the appointments. Motion was made by Ms. Hurst, seconded by Ms. Smith, and the board unanimously accepted the appointments.

EXECUTIVE SESSION

President Samus asked for motion to go into executive session to discuss the status of the library director search with Mr. Venditta. Motion was made by Ms. Smith, seconded by Ms. Hurst, and the board unanimously approved going into executive session. Roll Call: Mr. Brice, yes; Mr. Samus, yes; Mr. Milbert, yes; Ms. Turner, yes; Ms. Hurst, yes; Ms. Smith, yes. The board entered executive session at 4:50 p.m.

President Samus asked for a motion to come out of executive session. Motion made by Mr. Milbert, seconded by Ms. Turner, and the board unanimously approved coming out of executive session. Roll Call: Mr. Brice, yes; Mr. Samus, yes; Mr. Milbert, yes; Ms. Turner, yes; Ms. Hurst, yes; Ms. Smith, yes. The board came out of executive session at 5:28 p.m.

The board meeting adjourned at 5:29 p.m.

Respectfully submitted,
Gabriel J. Stuckey
Crisfield Library Branch Manager