

Handley Regional Library Board Meeting

February 21, 2023 ... 4:30 PM

Handley Library Board Room

*Members Present: M.M. Wise, M. Gaylor, K. Buzby, P. Lam, R. Bacon, B. Nelson,
E. Stine-Dolar, M.V. Thur*
Frederick County Supervisor Josh Ludwig
Representing the Library: J. Huddy, A. White, A. Butler

Chair M.M. Wise called the meeting to order at 4:40 PM

1. **Previous Meeting Minutes.** The January 17, 2023 meeting minutes were reviewed. R. Bacon moved to approve minutes as presented. The motion was seconded by E. Stine-Dolar and approved unanimously.
2. **Public Comment:** None
3. **Treasurer's Report.** P. Lam presented the Treasurer's Report.
4. **Chairperson's Comments:** The Chair noted that she made a visit to the children's area of the Handley library and was pleased with the atmosphere and the ongoing activities.
5. **Committee Reports:**
 - Finance: The committee met with representatives of the Bank of Clarke for the quarterly review of investments and updates on market activity. The committee will meet on Tuesday, March 28th to discuss policies and financial training. It will finalize the 2023-2024 budget by May 30th.
 - Long-range Planning: The committee is planning a meeting with the finance committee to prepare the annual Robinson request.
 - Personnel: Nothing to report.
 - Joint Archives: Nothing to report.
6. **Director's Report.**
 - The Director reported that statistics continue to trend upward with slight adjustments following COVID.
 - He provided a brief overview of the many programs and activities the library provides to bring people together and to support the efforts of other community organizations especially in the areas of community service and leadership.
 - He also spoke to the efforts the library makes to purchase items that patrons request.

7. **Frederick County Representative.** Mr. Ludwig asked several questions about the budget process as it relates to Frederick County.

8. **Old/Current Business:**

The Board returned to the business of Holiday Closures. K. Buzby moved and E. Stine-Dolinar seconded a motion to include a Staff Development Day in December and MLK Day in February in the list of annual Holiday Closures.

The Chair asked all board members to annually review policies and bring any items they consider in need of review to the chair and executive director for potential update consideration. Any needed updates would then be made through the appropriate committee.

9. **New Business:** The Director noted that Bowman Library will be closed on the Thursday preceding the Friday and Saturday closures for Apple Blossom to allow for new carpet installation.

10. **Adjournment:** P. Lam moved, and R. Bacon seconded a motion to adjourn. The motion passed unanimously, and the meeting was adjourned at 5:27 PM.

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary