

Handley Regional Library Board Meeting

May 16, 2023 4:30 PM

Bowman Library Meeting Room

Branch Presentation by Mary Anton, Bowman Branch Manager

*Members Present: M.M. Wise, M. Gaylor, K. Buzby, P. Lam, R. Bacon, E. Stine-Dolar (via Zoom),
S. Thatcher, M.V. Thur, M. Williams*

Frederick County Representative: Supervisor J. Ludwig

Representing the Library: J. Huddy, A. White, A. Butler

Chair M.M. Wise called the meeting to order at 5:00 PM after a brief presentation by Bowman Branch Manager, Mary Anton

1. **Previous Meeting Minutes.** The April 18th meeting minutes were reviewed. R. Bacon moved and S. Thatcher seconded the motion to approve minutes as presented. The motion was approved unanimously.
2. **Public Comment:** None
3. **Treasurer's Report.** P. Lam presented the Treasurer's Report.
4. **Chair's Comments:** The Chair thanked Mary Anton for her presentation, noting all the positive growth in statistics at the Bowman Branch.
5. **Committee Reports:**
 - Finance: The committee is reviewing the Gift Policy as well as the proposed budget for FY 2023-2024 and will have recommendations for the Board's approval at the June Meeting.
 - Long-range Planning: M. Gaylor shared a draft of the proposed 2023-2028 Long Range plan as proposed by the committee for review and approval at the June Board Meeting.
 - Personnel: Nothing to report.
 - Joint Archives: Nothing to report.
6. **Director's Report.**
 - The Director reported that April was National Volunteer Month, noting the many hours of service provided by volunteers to the Library. He also reported that the library has refined its volunteer program to better meet the needs of staff and to provide a "point of entry" for potential new staff members.
 - He reported that the City of Winchester will pay to replace the outdated alarm system at Handley and the repair of the Handley parking lot driveway.

7. **Frederick County Representative.** Mr. Ludwig reported that the proposed library branch for the western portion of the county has been included in the Frederick County Capital Improvements Plan. He also noted that the County will be reviewing yearly budget requests over the next few weeks.

8. **Old/Current Business:** The Library's Robinson Request will be considered at the July 24th Meeting of the Handley Trustees

9. **New Business:** FOIA.
 - The Chair noted that changes to State FOIA requirements will be addressed in the Board's development of a FOIA policy for the Library.
 - There may be a need for a July Board Meeting to approve an updated budget following the Handley Trustee's consideration of the Robinson request following their July meeting.

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

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary