

Handley Regional Library Board Meeting

Wednesday November 16, 2022

Bowman Library Meeting Room

*Members Present: M.M. Wise, M. Gaylor, K. Buzby, P. Lam, R. Bacon, B. Nelson,
E. Stein-Dolar, S. Thatcher, M. Williams*

Frederick County Supervisor R. Wells

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

Chair M.M. Wise called the meeting to order at 4:30 PM

1. **Bowman Library Presentation:** Bowman Branch Manager, Mary Anton presented the board with an update on Branch activities: the development of the new amphitheater that will be used jointly by the County and the library, the service areas in which the branch excels, and the capital needs the branch has identified.
2. **Previous Meeting Minutes.** The October 18th meeting minutes were reviewed. K. Buzby moved to approve. The motion was seconded by E. Stein-Dolar and approved unanimously.
3. **Public Comment:** None
4. **Treasurer's Report.** P. Lam presented the Treasurer's Report.
5. **Highlights of Auditor's Report in lieu of Chairperson's Comments:** P. Lam noted there were no deficiencies in the report only several recommendations related to committee meetings and internet security.
6. **Committee Reports:**
 - Finance: The committee will meet on January 24th at 4:30 for a half year investment update.
 - Long-range Planning: The committee met with 4Square Architects to review two preliminary designs for the outdoor space at Handley. An ad hoc committee will meet in December to review the designs further and make recommendations.
 - Personnel: Nothing to report.
 - Joint Archives: Nothing to report.

7. **Director's Report.**

- The Director reported that almost statistics are trending upward.
- He noted the growing number of school children making class trips to the library to learn about its resources and services, and to sign up for library cards.
- He reported that the Friends made over \$15,000 from the October book sale.
- Program highlights included a cooperative effort with Valley Makers Association for teens and tweens to create new "Franken-Toys" from old toys, and a teen game night at Bowman that had 90 participants.

8. **Frederick County Representative.** Mr. Wells touched on the county's upcoming budget process and reiterated his support for the library.

9. **Old/Current Business:**

- A slate comprised of current officers was presented to the Board and elected unanimously to serve for 2023.
- A. White presented the proposed budget for FY 2024 that will be submitted to the localities over the next several weeks. E. Stine-Dolinar moved to approve the budget and K. Buzby seconded the motion. The motion passed unanimously.
- The Chair reported that the executive committee met to discuss board governance including committee responsibilities, gift and endowment policies and issues related to communications and record keeping for private individuals serving in public capacities.

10. **New Business:**

- The Director asked the Board to approve the closing of the library for Staff Development Day on Wednesday, December 14th. R. Bacon moved to approve the request. M. Williams seconded the motion and it passed unanimously.

11. **Adjournment:** It was moved and seconded and approved unanimously to adjourn the meeting at 5:58 PM,

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary