

**Wicomico Public Libraries**  
**Board of Trustees Board Meeting**  
**Tuesday, December 21, 2021 @ 4:00 p.m.**

**Members In Attendance:** Audrey Orr, Chip Dashiell, Esq., George Demko, PhD, Michele Schlehofer, PhD, Richard Keenan, PhD, Brian Bergen-Aurand, PhD, Michele Canopii, PhD, Maida Finch, PhD, H. Scott Duncan, PhD and John Cannon from the County Council

**In Attendance via Zoom:** Karen Treber, Esq.

**Staff in Attendance:** Seth Hershberger, Cheryl Nardiello, Bobbi Schreiber, Michael Margolies, and Anna Fenerty

**Guests:** Leslie A. Michalik CPA CFE via Zoom

Seth began the meeting by introducing new employees, Michael Margolies and Anna Fenerty. They each said a few words of introduction.

Cheryl presented Leslie Michalik from PKS, the company that did the audit of the Library's financial statements and practices in August of 2021. We received the highest level of assurance in our financial statements, as well as being shown to be in compliance with all regulations, contracts, etc. that the library is subject to. The library is in a good financial position according to the audit.

Dr. Demko made a **Motion** to approve the minutes from the previous meeting, Mr. Dashiell seconded the motion and it was approved by all.

Ms. Orr went through the **Consent Agenda Reports: Donations, Statement of Financial Position, Statistical, Grant/Outreach, Communications/Programming** asking if there were any questions on each, individual report. Dr. Finch made a **Motion** to approve the **Consent Agenda**; it was seconded by Dr. Duncan, and was passed.

Dr. Keenan, delivering the **Friends Committee Report**, explained that through the two book sales, the book store, donations and Friends memberships, they have raised more than \$11,000. In the past three months.

Dr. Demko conveyed that on January 7, 2022, the **Building Committee** has a company inspecting the house in Pittsville that is located on the property that will be up for sale in the tax sale later this year. This will help assess the feasibility of buying this property to house a new Library in Pittsville.

Dr. Canopii explained that the **Nominating Committee** will start the process of finding new members in January of 2022. New members are needed due to the departures of Dr. Duncan, Dr. Keenan and Dr. Finch at the end of this fiscal year.

Dr. Schlehofer reported on the **EDI Committee** which consists of Dr. Schlehofer and several library staff members, at least one from each branch. The goal of this committee is to create institutional change in the areas of equity, diversity and inclusion in the library.

Seth delivered the **Director's Report**. Cheryl described the **Head Administrator's Report** and the **Budget Report**. While reviewing the budget, several members questioned the large amount the City charges the Library for parking permits. The annual cost for these permits, currently, is just under \$19,000. After the review of the **Budget Report**, Mr. Dashiell made a **Motion** to approve the financial reports; Dr. Canopii seconded the motion and it was unanimously approved.

During his **County Council Report**, John Cannon related that Tony Sarbanes had chosen a particular spot for the placement of the plaque honoring Paul S. Sarbanes. Angela Blake was not present so there was no **City Council Report**.

**Old Business:** The Board is waiting for the County Council to vote on approval of the **CIP** that was presented to them in November. Mr. Dashiell made a **Motion** to approve the restated **Bylaws** with the proviso that Dr. Keenan conduct a grammatical review and make any needed changes. Dr. Canopii seconded the motion and it was passed unanimously. **Hours of Operation** that were approved at the last meeting will go into effect on January 3, 2022. Those hours of operation are Paul S. Sarbanes Branch: Monday through Thursday, 10:00am-7:00pm, Friday and Saturday, 10:00am -5:00pm and Sunday, 1:00pm-5:00pm, Centre Branch: Monday through Thursday, 11:00am-7:00pm, Friday and Saturday 11:00am-6:00pm and Pittsville Branch: Monday through Wednesday 10:00am-7:00pm, Thursday 10:00am-6:00pm, Friday and Saturday 10:00am-5:00pm.

**New Business:** The Board discussed the Annual Reports, the Maryland Regional Library Conference, Library Kiosk Services and the Strategic Planning Review.

**Motion** to adjourn regular meeting was made by consensus. Motion was approved unanimously.

**Meeting Adjourned:** 6:05 p.m.

**Next Meeting will be Tuesday, February 15 @ 4:00 p.m.**

Respectfully Submitted: \_\_\_\_\_

  
Dr. George Demko, Secretary