

**Wicomico Public Libraries
Board of Trustees Bimonthly Meeting
Tuesday, February 15, 2022**

In Attendance: Audrey Orr, Chip Dashiell, Esq., Karen Treber, Esq., George Demko, PhD, Brian Bergen-Aurand, PhD, Richard Keenan, PhD, H. Scott Duncan, PhD, Farah Yahya, John Cannon, County Council

In Attendance via Zoom: Michele Schlehofer, PhD,

Staff in Attendance: Seth Hershberger, Cheryl Nardiello, Bobbi Schreiber

Previous Minutes: **Motion** was made by Mr. Dashiell to approve the minutes from the December 21st meeting with the correction that Dr. Finch will not be leaving her position on the Board. The motion was seconded by Dr. Demko and 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. Mr. Dashiell made a **Motion** to approve the **Consent Agenda**; it was seconded by Dr. Duncan, and was passed.

Reports: Dr. Demko reported on the progress of the inspection of the building in Pittsville in the **Building Report**. The home inspector delivered a very detailed report, basically stating that the building is sound but would need renovation.

The **Friends Report**, delivered by Dr. Keenan, included the information that the Friends will be donating \$15,000. to make some enhancements to the reading areas and begin a passport service at the Sarbanes Branch, as well as make some improvements to the children's area of the Centre Branch. They have also been discussing upgrades to their quarterly newsletter.

Ms. Orr conveyed the **Nominating Committee Report** from Dr. Canopii's notes as she was unable to attend. As previously stated, we only need one candidate to be nominated for consideration to the Board and the committee plans to have someone ready to be announced at the April Board meeting.

Seth reviewed the **Director's Report** and Cheryl explained the **Head Administrator Report** and December and January **Budget Reports**. Dr. Duncan made a **Motion** to approve the **Budget Reports**. It was seconded by Dr. Demko and passed unanimously. John Cannon presented the **County Council Report**, explaining that the council is doing a salary study and raises should begin in April. Angela Blake was not present, so there was no **City Council Report**.

Old Business: Seth explained the details of the **Strategic Planning Survey** and discussed some details of the new **Library Kiosk Services**. The first Kiosk is likely to be in Sharptown and he will be attending a meeting soon to discuss options with Sharptown city officials. We now have the final draft of the **Bylaws** completed. Seth has been trying to negotiate a plan with the City to waive the **parking fees** for employees in exchange for comparable monetary value by Library in promoting and supporting downtown businesses. A draft MOU outlining an agreement is under consideration. Seth attended a County Council meeting and answered questions about the **Capital Improvement Plan**. Seth discussed the Bylaws of the newly organized **Regional Resource Center**. The County Council approved the funds for the major **sewer repair** needed at the Sarbanes Branch and the plan is to schedule it as soon as possible while working with all affected parties.

New Business: Seth reviewed the details of the first draft of the **2023 fiscal year budget** which will be introduced to the County Council on February 17, 2022. Dr. Keenan made a

Motion to accept the first draft of the 2023 fiscal year budget. It was seconded by Ms. Treber and was passed. Cheryl explained the details of the **Fund Balance** and the consensus is that we should make use of a portion of the money. Dr. Duncan introduced a **Motion** that \$36,000. be transferred from the fund balance to purchase a second kiosk. Dr. Demko seconded the motion and it was approved by all.

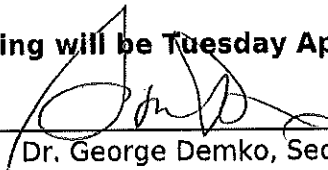
Motion to adjourn regular meeting was made by Dr. Keenan and, seconded by Dr. Bergen-Aurand. Motion carried. Regular meeting adjourned at 5:45 pm. Meeting was followed by a closed session of the Board. Re-open Session on February 15, 2022 at 5:58 pm.

Motion to approve Mid-Year Bonuses for the Staff was brought by Dr. Demko, seconded by Ms. Treber and approved by all. Dr. Keenan made a **Motion** to ratify the increase given to the Executive Director. It was seconded by Dr. Bergen-Aurand and unanimously approved. Seth brought up the fact that the report from **EDI Committee** was not included in this Board session, but he would put it on the agenda for next Board session.

Ms. Treber introduced the **Motion** to adjourn at 6:09 pm and Mr. Dashiell seconded the motion, which was approved by all.

Next Meeting will be Tuesday April 19, at 4:00 p.m.

Respectfully Submitted:


Dr. George Demko, Secretary

