

Kent County Library Board of Trustees

Minutes of the May 29, 2018 Meeting

Present: Joe Harding, President; Charles Lerner, Vice President; Earl Runde, Treasurer; Elisabeth Tully, Secretary; Valerie Overton, Trustee; Jacqueline Adams, Director; Chris Walmsley, Staff Member

The meeting was called to order at 4:00 pm.

The minutes of the previous meeting were reviewed. Ms. Tully moved to approve the minutes as submitted. Ms. Overton seconded the motion, which was approved unanimously.

Finance & Treasurer's Report

Mr. Lerner noted that the treasurer was absent, but Mr. Runde had informed him that the current bank balance was \$321,311, with a health benefit reserve of \$36,087.

Director's Report

Ms. Adams reviewed the financial reports with the trustees, noting that the library was doing fine.

Ms. Adams presented a revised public fax cover sheet. Mr. Lerner moved to approve the sheet as proposed. Ms. Tully seconded the motion, which was approved unanimously.

Ms. Adams reviewed letters from the towns of Millington and Betterton related to programming, furnishings and computers.

Mr. Lerner moved to approve the donations to the towns of Millington and Betterton. Ms. Tully seconded the motion, which was approved unanimously.

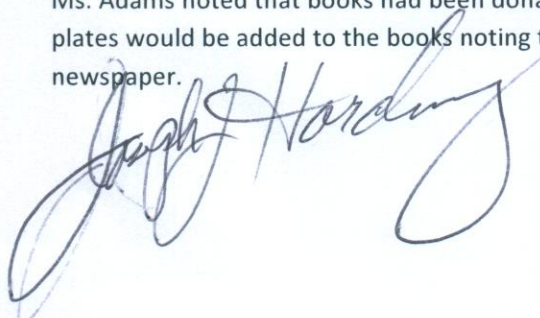
Ms. Adams noted that the county maintenance department had been wonderful in moving furniture and providing support for the renovation projects.

Ms. Adams reviewed the laptop policy with the trustees. Ms. Overton moved to approve the policy as submitted. Ms. Tully seconded the motion, which was approved unanimously.

Ms. Adams reviewed the May circulation stats, noting increases overall. The trustees discussed the increased circulation and potential causes.

Ms. Adams reviewed upcoming program and events.

Ms. Adams noted that books had been donated to the library in honor of Betty Weller, and that book plates would be added to the books noting the donation, along with a press release published in the newspaper.

A handwritten signature in blue ink, appearing to read "Joe Harding", is written over the bottom portion of the text. The signature is stylized and cursive.

Funding Partner Reports

Friends of the Kent County Public Library

Ms. Overton reported that the Friends of the Library take a break from meeting for the summer, and would meet again in September.

Ms. Overton informed the Trustees that the Friends of the Library had approved six months of funding for the imagination library.

Ms. Overton noted that the Friends had committed \$16,000 to the Fiscal Year 2019 Budget.

Committee Reports

Facilities Committee

Mr. Harding noted that the committee had met in the collaborative space in the library.

Mr. Runde arrived at the meeting.

Mr. Lerner noted that there should be an evaluation of seating after the space had opened to see if more seating of a certain type was needed.

The trustees discussed how the opening event for the renovations should be handled.

Mr. Lerner requested a timeline for the ordering and installation of the gaming consoles.

Strategic Planning Committee

Ms. Tully reviewed the committee and the purpose of the committee.

The trustees discussed the history of strategic planning within the library, the necessity of a consultant and the purposed served by a consultant.

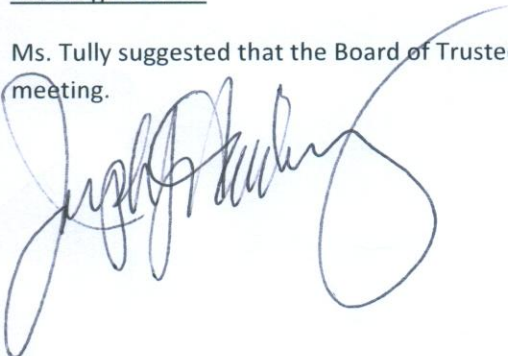
Old Business

July Meeting

The trustees discussed the necessity of meeting in July and decided to cancel the July 23rd meeting of the Board of Trustees.

Meeting Location

Ms. Tully suggested that the Board of Trustees should meet in the branch locations at some future meeting.

A handwritten signature in blue ink, appearing to be "Justin Tully", is written over the text of the "Meeting Location" section. The signature is stylized and cursive.

Grant Matches

Mr. Harding noted that a letter of commitment had been received from the County Commissioners, and that the Library was waiting on word from the state about grant approval.

No further business was brought before the Board of Trustees.

Mr. Lerner moved to adjourn the meeting. Ms. Tully seconded the motion, which was approved unanimously. The meeting was adjourned at 5:20 pm.

The next meeting of the Board of Trustees will be on June 25 at 4:00 pm in the Chestertown Library, Inc. Building.

A handwritten signature in blue ink, appearing to read "Joseph Harding". The signature is written in a cursive style with a large, looping flourish at the end.