

Kent County Public Library Board of Trustees

Board Meeting Minutes of: April 20th, 2026

Call to Order

Present:

Clara Rankin, Vice President; **John Murphy**, Treasurer; **Deborah Westerland**, Secretary; **Andrea Boothby Rice**, Trustee; **Natalie Hagan**, Executive Director; **Annie Woodall**, Chief Public Officer; **Tobi Brown**, Executive Secretary

Ms. Rankin called the meeting into order at 4:32pm. Ms. Rankin noted that there were three absent trustees. However, with a quorum present, business could move forward.

Disposition of Minutes of Previous Meeting

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

Review of Agenda

The agenda for the meeting was reviewed. Mr. Murphy added an item under the treasurers report to discuss library accounts.

Public Comment

Ms. Rankin noted that there were no members of the public present.

Officer Reports

Treasurer

Mr. Murphy reviewed the bank balances and noted there was \$183,427 in the PNC Checking account and \$167,372 in the Truist Money Market account.

Mr. Murphy stated that he's been researching alternative account options for the library. Mr. Murphy proposed moving the current funds in the Truist Money Market account into a Maryland Local Government Investment Pool (MLGIP) account. Mr. Murphy explained that this account would be held by PNC and allow the library to be a part of an investment pool of similar Maryland organizations. Mr. Muphy noted that the MLGIP account would provide competitive rates, currently sitting at around 3.6% interest rate.

Ms. Rankin supported Mr. Murphy's proposal and stated that the Finance Committee reviewed this account option and supported this switch. Ms. Rankin also noted that the

Kent County Public Library Board of Trustees

Board Meeting Minutes of: April 20th, 2026

transfer of funds between library accounts would likely be easier since both accounts would be held by PNC.

Mr. Muphy moved to approve the establishment of an MLGIP account for the library and the subsequent movement of all funds in the Truist Money Market Account into the MLGIP account. Ms. Rankin seconded this motion, which was approved unanimously. The present Trustees proceeded to sign the resolution to set up the MLGIP account.

Secretary

Ms. Westerland noted that the Executive Director evaluation process was underway. Ms. Westerland stated that the evaluation outline was being reviewed by the Executive Director Evaluation Committee and would be moving forward soon.

Friends of the Kent County Public Library

Ms. Rankin noted that Mr. Campbell attended the latest Friends of the Library meeting in her place. Ms. Rankin noted that the Spring Book Sale would be taking place in May.

Foundation for the Kent County Public Library

Ms. Westerland noted that the next Foundation meeting would be held on Friday, April 24th. Ms. Westerland stated that Ms. Hagan would be presenting a proposal for the funding of new security cameras and locks for staff entrances.

Librarian's Report

Facilities: Chestertown Inc. Building

Ms. Hagan reminded that Trustees that the library would be hosting a program to relaunch the Chestertown Library Inc. building to the public on Wednesday, April 22nd.

Facilities: Chestertown Branch Roof Grant Update

Ms. Hagan stated that the Director of Public Works showed support for the replacement of the roof at the latest Budget Hearing. Ms. Hagan stated that Public Works currently has the project out to bid and is awaiting quotes before they proceed with the MHAA grant. Ms. Hagan stated that if the quotes received are within the scope of the Public Works budget, they will proceed with the plans for a metal roof. Ms. Hagan stated that if the quotes do not fall within the Public Works budget, they will likely fund a shingle roof instead.

Ms. Hagan noted that the Certification Letter needs to be submitted by June 1st.

Kent County Public Library Board of Trustees

Board Meeting Minutes of: April 20th, 2026

Facilities: Security Request

Ms. Hagan noted that the library submitted a request to the Foundation for new security cameras and locks at the Chestertown branch. Ms. Hagan reiterated that she will be attending the upcoming Foundation meeting to discuss this request and answer questions. The Trustees briefly discussed this request.

Ms. Hagan reviewed the recent incidents that have occurred at the library.

Budget

Ms. Hagan reviewed the discussion held at the Finance Committee meeting about the Health Reimbursement updates. Ms. Hagan stated that though there were possible changes that could have been made to the staff benefits, the library will not be making changes at this time. Ms. Hagan explained that the impact of the possible changes would be negligible on the budget, while largely impacting the quality of benefits for staff.

Maryland Association of Public Library Administrators (MAPLA) Update

Ms. Hagan provided an update about the status of MAPLA. Ms. Hagan noted that for the upcoming year they will be flat funded and will likely see an increase in funding in subsequent years.

Ms. Hagan noted that the legislation to approve student library board members passed after a few amendments. Ms. Hagan reminded the Trustees that this legislation allows them to elect a high school student as a member of the board.

Mr. Muphy asked if there was a need to create a new policy for this student board member. Ms. Hagan said it was unlikely and alternatively proposed amending the Trustee Bylaws to mirror the legislation passed. The Trustees discussed the passed legislation, what the next steps for the Board are, and when to recruit for this new role.

Collections

Ms. Hagan stated that the library was steadily adding additional circulating items to the Library of Things collection. Ms. Hagan noted that moving forward the library will be focusing on items that would benefit Organizational Borrowers.

Programming

Ms. Hagan provided an overview of the successes achieved in this month's programs. Ms. Hagan provided an update about the progress of the Summer Reading Program, including the amount earned so far from sponsorships.

Kent County Public Library Board of Trustees

Board Meeting Minutes of: April 20th, 2026

Ms. Hagan reviewed the outreach planned for April and May, noting that the library will be tabling at six community events between the two months.

Staff

With three Trustees absent, the present Trustees abstained from discussing the comments received about the Strategic Plan.

Old Business

With three Trustees absent, the present Trustees abstained from discussing the SLRP Comments agenda item. The Trustees did not discuss any other old business.

New Business

The Trustees did not discuss any new business.

Adjournment

Mr. Murphy moved to adjourn the meeting. Ms. Westerland seconded the motion, which was approved unanimously. The meeting was adjourned at 5:09pm.