

Kent County Library Board of Trustees

Minutes of the September 23, 2019 Meeting

Present: Charles Lerner, President; Elisabeth Tully, Vice President; Valerie Overton, Secretary; Earl Runde, Treasurer; Sabina Minney, Trustee; Jackie Adams, Director; Chris Walmsley, Staff Member; Annie Woodall, Staff Member; Patrick Lee, Spark Institute; Laura Richards, Spark Institute; Bronwyn Jones

Mr. Lerner called the meeting to order at 4:00 pm.

Mr. Lerner reviewed the minutes of the previous meeting, which were adopted without change.

Spark Institute Strategic Long Range Plan Presentation

Mr. Lee presented a review of the findings from the focus groups and community input, noting that no dramatic changes came out during the information gathering process.

Mr. Lee presented a draft summary of the findings and reviewed it with the trustees to give the goals priority and determine if these goals reflected what the trustees saw as the priorities of the library, assign a priority and timeline for the goals, and establish what parties would be responsible for seeing the goals through.

Ms. Woodal, Mr. Lee and Ms. Richards left the meeting after the discussion.

Treasurer's Report & Finance Committee

Mr. Lerner reviewed the fiscal year 2019 budget adjustment required to recognize the state contribution to retirement funds. Ms. Tully moved to approve the budget adjustment as recommended by the finance committee. Ms. Overton seconded the motion, which was approved unanimously.

Director's Report

Ms. Adams requested permission to close the library on Thursday, November 7 for staff development day. Ms. Tully moved to approve the closing. The motion was seconded by Ms. Minney, and was approved unanimously.

Ms. Adams noted that the Eastern Shore Regional Library was investigating having a shore-wide staff development day in the future.

New Business

Mr. Lerner reported that Mr. Ferreira had submitted his resignation from the Board of Trustees effective immediately. Mr. Lerner continued that Ms. Minney had agreed to chair the finance committee for the remainder of 2019.

Ms. Tully informed the Board of Trustees that an individual had extended interest to her about the library participating in the trunk or treat and that the details had been forwarded to Ms. Adams to investigate.

Mr. Lerner reviewed trustee responsibilities with the Board.

No further business was brought before the Board of Trustees.

The meeting was adjourned by Mr. Lerner at 6:00 pm.

The next meeting of the Board of Trustee will be on November 4, 2019 at 44:00 pm in the Chestertown Library, Inc. building.