



## HCLS Board of Trustees Meeting Minutes

January 16, 2019 ♦ 7 pm  
HCLS Administrative Branch

Board members present were: Richard Alexander, Chair; Robert Mentz Treasurer; Andy Dalal; Tom Munns; and Bruce Rothschild. Also present were staff members/citizens Steve Lewicky, Counsel to the Board, Yao Aziabu, Lew Belfont, Angela Brade, Mary Brosenne, Stacey Fields, Cari Gast, Alli Jessing, Deborah Killian, Christie Lassen, Suki Lee, Tanya Malveaux, Stephanie Shane, Susan Stonesifer, Megan Whitfield, and Ron Wilson.

Mr. Mentz led the meeting on behalf of Richard Alexander, calling the meeting to order at 7:05 pm.

The Board unanimously approved the November 14, 2019 Board meeting general and executive session minutes.

I presented the proposed FY 20 Operating Budget that would include allocations for (1) staff merit and COLA increases, as well as 2.5 additional positions for a high level Program Manager, HiTEch instructor, and part-time HCLS Project Literacy instructor; (2) increased costs for security to cement the security pilot program with security guards across HCLS branches and additional cameras; (3) addressing publisher increases; and (3) nominal increases to equipment, including increased telecom and RFID lease costs. These additions account for a 9.7% increase in requested county funding. I explained that while the FY19 Spending Affordability Advisory Committee expressed a desire for all departments to propose funding that was either flat or reflected less than a 2% increase over last year, they did not include Education in this request. Discussion ensued regarding what would be eliminated if the County did not fund the full request, with the Board expressing concern about eliminating the security component. Ms. Brade related that we have asked the County to cover our security needs for the past three years. We further explained that we are currently covering our security pilot through unfilled positions, and that as part of the pilot, we are working with the Police Department to determine the most effective security plan for our branches, which includes gathering incident reports. Ron further noted that to extend the pilot over a year would require holding four to five positions open, depending on the salary range of the positions. The Board approved the proposed FY 20 budget with further discussion if not fully funded by the County.

Regarding the status of capital projects underway, Ms. Brade related that we are hopeful that planning for Glenwood Branch renovations will start back up in March/April with a new project manager from the County assigned, along with notice of a potential statewide capital grant. Discussions continue with the Housing Commission and Howard Hughes regarding the relocation of the Central Branch within the Downtown Columbia plan. The next step is determining where initial funds for planning will come from, which will impact architect selection.

Stephanie Shane related that the Governor's Legislative Reception is slated for the evening of February 5, 2019. She will send an email with additional details along with plans for a caravan for those Board members interested in attending.

Referencing the HCLS Happenings document, I noted the HCLS Project Literacy Graduation, extension of the UnDesign the Redline exhibit, Evening in the Stacks, increases in print materials and online resource usage, and the art lending collection.

The Board reviewed the financial and statistical reports. Mr. Wilson explained that most statistics are higher than this time last year when East Columbia and Elkrige were operating as express branches. Additionally, library card issuance decreased due to the implementation of new student cards this time last year, which are not reissued

yearly. The Board then reviewed the latest FY 20 Calendar of Events, with Ms. Jessing noting the addition of two new author events, Kate Quinn and Richard Rothstein in March and May respectively. Miscellaneous items, including the 2018 Annual Report and *HCLS in the News* were discussed.

Mr. Mentz thanked everyone for attending, adjourned the meeting at 8:01 pm, which was unanimously approved to reconvene in Executive Session pursuant to §10-508 of the State Government Article, Annotated Code of Maryland, in order to discuss personnel matters.

The next regular Board meeting is scheduled for 7 pm on **Wed., March 20, 2019** at the Administrative Branch.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Tonya Kennon', with a long horizontal flourish extending to the right.

Tonya Kennon  
President & CEO