



## HCLS Board of Trustees Meeting Minutes

January 19, 2022 ♦ 7 pm  
Virtual

Board members present were: Tom Munns, Chair; Antonia Watts, Vice Chair; Phillip Dodge, Treasurer; Anne Markus; Rob Mentz; and Kelly Smith. Also present were leadership team staff members/citizens including Dorna Anderson, Lew Belfont, Angela Brade, Mary Brosenne, Vera Davies, Stacey Fields, Cari Gast, Irma Fernandez, Mickey Gomez, Rita Hamlet, Nay Keppler, Nina Krzysko, Christie Lassen, Suki Lee, Steve Lewicky, Diane Li, Tanya Malveaux, Brooke McCauley, Lauren McCloskey, Nancy McCord, Kim Montenyohl, Carol Murray, Mai-Leng Ong, Ben Sfanos, Stephanie Shane, Margaret Smith, Tanisa, Thompson, and Tracy Yamamoto.

Antonia called the meeting to order at 7:00 pm.

The Board unanimously approved the November 17, 2021 Board meeting minutes. Lew provided an Operations Update, introducing HCLS staff members Cari Gast, Tanisa Thompson and Irma Fernandez who described On the Road to Kindergarten (ORK), which utilizes the Pop Up Library vehicle to reach children in neighborhoods where residents do not have ready access to a library branch. The sites and rotations of visits were explained, as well as the classes and events delivered and partnerships with County Government.

Angela provided an update on the circulation to date, noting that there is a decrease in digital materials plus an increase in physical materials in light of closures last year due to the pandemic. Christie announced that Evening in the Stacks has been postponed to May 14. The team is working on a location and hope to have an announcement next month. The theme is Across Africa, and there is an Advisory Committee in addition to the Honorary Committee to help plan the event. Christie further related that Battle of the Books is now April 29 and will be in person. She then updated the team on the Undesign the Redline exhibit at the Central Branch which runs through the end of February. She outlined the various tour opportunities, encouraging the Board to visit.

Stacey updated the Board on staff vaccinations, to include testing available to library staff at the Roger Carter Center. She noted that staff was shifted during the holidays in light of some employees having to quarantine. She described the process when staff are exposed and have to quarantine and/or get tested. In response to a question on boosting, Stacey replied that most staff have also received a booster shot.

Angela related five library related items on the legislative agenda, noting that HCLS is hoping for an increase in the funding formula. There will be a hearing on the MD eBook Law on February 7. HCLS participates in the legislative process with Tonya sitting on the Maryland Legislative Committee as well as sending letters to legislators and testifying in support of bills. While there will not be a Legislative Day this year, individual meetings have been arranged with state legislators.

Angela presented the proposed FY 23 Operating Budget which is comprised of increases in Object 1 to cover two new positions and COLA and merit; increases in Object 2 for continued equity work; increases in Object 3 to cover increases in material costs; and no increases in Objects 4 and 5. Dorna related that this comes to an estimated 7% increase in the ask from last year. In response to questions from the Board, Angela explained that the County has not given any indication of any budgetary constraints. Dorna further stated that these budget numbers are the same as was presented to the Board in November. The Board unanimously approved the proposed Operating Budget.

Angela provided an update on HCLS Capital projects, comprised of the Glenwood Branch and the Downtown Columbia Branch. With regards to the former, she described the grand reopening of the Glenwood Branch, that

9,600 have come through the branch since reopening, and that items are being built to go in the children's space for delivery in February or early March. Tom gave kudos to the team. Regarding the Downtown Columbia Branch, the development team is reconvening and will be running cost scenarios, plus the County has dedicated resources to us on funding options. Angela related that the County Executive is supportive of this project. Angela then showed the capital budget approved by the Board in November, explaining that HCLS will be asking the County for \$2.2 Million for the Downtown Columbia Branch since we missed the grant application deadline.

Stephanie updated the Board on the status of the Districts 1 and 5 vacancies, explaining that the deadline for applications have been extended since only one application for District 5 has been received.

Mickey provided an update on the Friends & Foundation of HCLS. She reported that the Friends annual campaign has so far netted \$102K which is slightly ahead of last year and represents 84% of the campaign goal and 90 new donors. She further related that \$7,500 comes from a grant from the Community Foundation of Howard County for HCLS' mobile unit. She related spring fundraising plans, including branch raffles for Evening in the Stacks, plus a wine pull for which she asked board members to donate two bottles of wine valued at \$20+. There will also be a spring floral fundraiser again this year. The Friends will create a landing page that will list all these fundraising initiatives.

Tom thanked all for attending, adjourning the meeting at 7:57 pm to reconvene in a closed session. Below is a summary of the closed session held on January 19, 2022.

1. Statement of the time, place, and purpose of the closed session:
  - a. Time of closed session: 7:59-8:08 pm
  - b. Place (location) of closed session: Virtual via zoom
  - c. Purpose of the closed session: to discuss personnel matters
2. Record of the vote of each member as to closing the session:
  - a. Names of members voting aye: Phillip Dodge, Anne Markus, Rob Mentz, Tom Munns, Kelly Smith, and Antonia Watts
  - b. Members opposed: none
  - c. Members Abstaining: none
3. Statutory authority to close session: This meeting was closed under the following provisions of General Provisions Art. § 3-305(b): (  Topic #1: § 3-305(b) ( x )  Topic #2: § 3-305(b) ( )  Topic #3: § 3-305(b) ( ) (add others as needed)
4. Listing of each topic actually discussed, persons present, and each action taken in the session:
  - a. Topic description: Personnel Matters
  - b. Persons present for discussion: Phillip Dodge, Stacey Fields, Steve Lewicky, Anne Markus, Rob Mentz, Tom Munns, Kelly Smith, and Antonia Watts
  - c. Action Taken/Each Recorded: No action was taken

The next regular Board meeting is scheduled for 7 pm on **Wed., March 16, 2022** and will be virtual unless otherwise noticed.

Respectfully submitted,



Tonya Aikens  
President & CEO