



HCLS Board of Trustees Meeting Minutes

November 16, 2022 ♦ 7 pm
Virtual

Board members present were: Antonia Watts, Chair; Phillip Dodge, Vice Chair; Kelly Smith, Treasurer; Elizabeth Banach; Julie Parham; and Sabina Taj. Also present were leadership team staff members/citizens including Ruba Abukhdeir, Dorna Anderson, Lew Belfont, Angela Brade, Mary Brosenne, Tony Esho, Stacey Fields, Cari Gast, Kelsey Hughes, Nay Keppler, Nina Krzysko, Suki Lee, Steve Lewicky, Diane Li, Emma Ostendorp, Nana Owusu, Ben Sfanos, and Stephanie Shane.

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

The Board unanimously approved the October 19, 2022, Board meeting minutes.

The Operations Update followed, starting with the HCLS' collaboration with the Community Action Council's Head Start program. Tonya explained this relationship began in 2019 expanding to include HCLS teaching classes and supporting CAC instructors. This initiative will be used as a blueprint for HCLS working with the school system when they implement universal Pre-K. Cari Gast gave an overview of HCLS' Head Start initiative which encompasses classes at all four CAC Head Start locations and includes quarterly assessments and meetings with a curriculum specialist. The goal is to provide engaging learning opportunities and enhance kindergarten readiness.

The Board reviewed the latest financial report, followed by my presentation of a proposed FY 2024 Operating Budget, which is the same as presented at the October Board meeting. I noted that the proposal reflects a reduced increase overall from last year as we are not asking for additional positions. The Board approved the proposed FY 2024 Operating Budget which HCLS will now take to discussions with County Administration.

I went over the proposed timeline for the Strategic Plan, which consists of releasing an RFP, selecting a consultant and then kicking off the effort in February. The process will include getting input from the community and partners. We will come back to the Board when selecting a vendor to serve as consultant.

Christie provided an update on Evening in the Stacks, scheduled for February 25, 2023. She then related that HCLS had a record number of registrations for Battle of the Books slated for April 28, 2023 at Merriweather Post Pavilion.

Nana Owusu, Chair of the Friends & Foundation of HCLS, summarized recent Friends activities. The Annual Campaign sent out letters, netting \$40K to date. Branch raffles will be offered as a fundraiser for Evening in the Stacks with tickets costing \$5. In addition to goodies from vendors local to branches, there will be raffles for two tickets to Evening in the Stacks and a Nintendo Switch. The Friends will be staffing a table to support the 3D Keepsake fundraiser. So far the Friends have taken in \$1,000 from Better World Books, which gives proceeds from the sale of books to the Friends. The Community Foundation of Howard County awarded the Friends a \$5K grant to be used for teen initiatives at the East Columbia Branch. Lastly, Nana reported that Friends are on Amazon Smile.

The Board reviewed the proposed changes to Supplement 2 of the Board of Trustees Policies and approved them all.

Antonia adjourned the meeting at 7:31 pm.

The next regular Board meeting is scheduled for 7 pm on **Wed., January 18, 2023**, and will be virtual unless otherwise noticed.

Respectfully submitted,

A handwritten signature in blue ink that reads "Tonya Aikens". The signature is written in a cursive, flowing style.

Tonya Aikens
President & CEO