

**HARFORD COUNTY PUBLIC LIBRARY
FY 2024 BOARD OF TRUSTEES**

MEETING MINUTES

February 15, 2024

Present: Dr. William B. Allen, Chair; Durbin Vido, Treasurer; Colonel Jonas Vogelhut, US Army, Retired; Michael Woods; Carol Wright, Vice Chair; Student Representative Ava Holloway; Mary L. Hastler, CEO; and Jennifer Button

Absent: Terrance Flannery; Dr. Monique H. Head; Taryn J. Martin; County Council Member Jessica Boyle-Tsottles

CALL TO ORDER

Dr. Allen, Chair, called the meeting of the Harford County Public Library Board of Trustees to order at 6:30PM.

CHANGES TO THE AGENDA

There were no changes to the agenda.

RECOGNITIONS/PRESENTATIONS

There were no recognitions or presentations.

APPROVAL OF MINUTES

All Trustees had the opportunity to review the minutes of the previous meeting in advance of this evening's Board meeting.

MOTION: Motion by Ms. Wright, seconded by Colonel Vogelhut, US Army Retired, and carried by unanimous vote to approve the Minutes of the January 18, 2024 Meeting as presented.

COMMITTEE REPORTS

Budget & Finance Committee – Mr. Vido

The committee did not meet.

The Treasurer's Report was prepared by Kathy Cogar, Chief Financial Officer. Operating expenditures for the fiscal period ending January 31, 2024 were within the annual FY2024 budget. Revenues were \$14.1 million and Expenditures were \$12.7 million. Expenditures for Contracted Services were over budget as several annual contracts, Polaris, Envisionware (Library software), and OCLC (cataloging), are paid in July/August.

MOTION: Motion by Colonel Vogelhut, US Army Retired, seconded by Mr. Woods, and carried by unanimous vote to approve the Treasurer's Report as presented.

Executive Committee – Dr. Allen

The committee did not meet.

Capital Improvements Committee – Dr. Head

The committee did not meet.

Human Resources Committee – Ms. Wright

The committee did not meet.

Foundation Board – Colonel Vogelhut, US Army Retired for Ms. Martin

A detailed report is included in the CEO report below.

PUBLIC SERVICES REPORTS

Statistics – Ms. Parry

Ms. Parry reviewed highlights from the submitted Monthly Statistical Report.

Programming and Events – Ms. LaPenotiere

Ms. LaPenotiere reviewed the Programming Report included in the CEO report below.

Teen Services – Ms. LaPenotiere for Ms. Holloway

Ms. LaPenotiere reviewed the Teen Services Report included in the CEO report below.

CEO REPORT

Capital & Building Projects

Capital Projects Planned for FY 2024

In January 2023, the County Administration decided to postpone capital projects originally planned for FY 2024, including the Bel Air Renovation Project. In May 2023, the County Executive provided a confirmation letter, certifying a local minimum match of 45% for the Bel Air Library Renovation Project. Additionally, the County has allocated \$575,000 in FY 2024 County Capital Funds for the Bel Air roof replacement. The County made the decision to not use the County Library Capital Grant funds for either the roof replacement or the elevator replacements because of prevailing wage requirement. The Library has submitted the Bel Air Renovation Project as part of the Capital Budget for FY 2025. During the 2024 Legislative Session in Annapolis, the County Library Capital Grant program hearing was held in February and several Delegates questioned why Harford has not spent/used any of the library capital grant funding they have been granted for the Bel Air Library Renovation Project.

Abingdon

The Library Team engaged with the County to address persistent roof leakage issues. The primary areas requiring attention are the coping and flashing. Garland/DBS, Inc. has been contracted by the County to work on coping replacement and redoing the sill plate and caulking. Work on the north side of the roof, focusing on coping and flashing replacement/redoing, commenced on July 3rd as a test to resolve ongoing leaks in that area. Facilities will monitor this section for the next six months. If successful, the rest of the roof will undergo similar treatment. Despite ongoing efforts, additional leaks have occurred during recent storms. The County utilized drones and thermal imaging to inspect the roof the week of January 2nd for further analysis of the continued leaks. Facilities is waiting to receive the results of the test.

Abingdon's security camera system has been replaced. The vendor is finishing the programming of the system. The decking to and around the pond is scheduled to be replaced in the spring by the Department of Parks & Recreation.

Edgewood

The County has informed the library about the use of balances from a Community Development Block Grant (CDBG) to repave the Edgewood Library parking lot. The total eligible funding for the project is \$166,886.21. A recent pre-bid meeting was held, and the county has determined that if the ADA ramp in the back of the building is retained, the parking lot project will not proceed, and funding will not be available. The Library insists that the ADA ramp is crucial for staff and HCC access to the classroom wing. This project is on hold until warmer weather arrives, and the asphalt plants reopen in the spring. The bid process will begin promptly and the project includes ADA accessible access for the both the front and back of the building.

Fallston

Sidewalks are scheduled for repair/replacement. Further details, including a start date, are awaited. There may be a need to temporarily close the branch for part of the repair.

Havre de Grace

A replacement security camera system is on order and will be installed as soon as it has been received. Facilities is looking at options for the branch's street corner signage. The Havre de Grace Friends is contributing to the cost of the sign. The Library is getting an estimate on the additional masonry work and safety features required in order to install a manual sign.

Administration

The library is exploring the possibility of installing a new electric gate in the back parking lot. Currently, library staff must manually close the gates and padlock at closing.

Board Updates

Trustee Shannon Gahs resigned from the Board, having relocated to Howard County and is no longer eligible to serve. The seat will be filled, and the new Trustee will complete Ms. Gahs' term (until June 30, 2025) and be eligible for their first five-year appointment to the Board. The Board Executive Committee has interviewed candidates for this position and forwarded their recommendation to the County Executive for consideration in December. We have not received any feedback or update on the process to date.

Time to Care Act

The new Maryland Time to Care Act (TCA) allows employers to purchase insurance to fulfill their obligations to provide TCA paid leave to employees, instead of contributing to the State Plan. The library has submitted a statement of intent to join the TCA Insurance Collaborative, along with the County. Pending legislation in Annapolis if passed, clarifies the current Act.

Strategic Planning and Futures Thinking

The Library has received two grants to support upcoming strategic planning and futures thinking. The Maryland State Library Agency has awarded \$22,500 for the Strategic Plan and \$13,000 for Futures Thinking, both supported by the Institute of Museum and Library Services (IMLS). The RFP has been completed, and an agreement has been signed with the Maryland-based Quinn Strategy Group led by Ann Quinn, Principal Chief Action Officer. Focus groups, interviews and meetings are ongoing as the consultants gather input and feedback from stakeholders. Staff have participated in two, future trainings and the project continues.

FY 2025 Operating and Capital Budgets

A preliminary budget has been drafted and discussed at the Board Budget and Finance Committee and the Board Capital Improvement Committee. The Library has recommended a 4% salary increase for eligible staff, the return of teen pages for all branches (13 pages, minimum wage, and nine hours per week), and a 10% increase in health care benefits. The total proposed increase is \$1.5 million or a 6.23% increase. This reflects an overall increase of 14% for materials, 14% for operating expenditures; 5% salaries and benefits; 3% contractual services (insurance/equipment/software support; telecommunications; contract services.) The budget was submitted on February 9th.

Harford Leadership Academy 2024 – We are pleased to announce that Arthur Squires, Director of Facilities, and Deidrah Reeves, Branch Manager Norrisville Library, have been accepted into this year's academy.

Maryland Library Day in Annapolis – Tuesday, February 13th, was Maryland Library Day in Annapolis and libraries from across the state visited their Delegates and Senators discussing pending legislation. One of the hot topics this year is the Freedom to Read legislation submitted by Delegate Dana Jones, Anne Arundel County. This day was also Maryland Arts Day and members of the Cultural Arts Board and arts community visited their

delegation requesting support for arts funding. On Monday, February 12th, Ms. Hastler attended the District 34 reception and evening session.

Maryland Connected Device Program – The Library is supporting the County’s initiative to distribute 2,500 Chrome Books to eligible families. Final details are being worked out and we hope to launch the program before the end of February. Ms. LaPenotiere and Ms. Greenly Smith are taking the lead on this project for the library.

Weather Closures - The Library had a 12 noon “just in time” late opening on Tuesday, February 13th.

Meetings & Presentations

January 2024

- 1/4 HCPS Customer Service Committee Meeting
- 1/5 University of MD Medical Center Ribbon Cutting
- 1/6 Fox 45 Interview: HCPS Fairy Tale & Superhero Festival

- 1/8 WJZ-TV Interview: HCPS Fairy Tale & Superhero Festival
- 1/8 MD State Library Intergovernmental Relations Task Force Meeting
- 1/9 Harford Chamber Government Affairs Committee Meeting
- 1/10 The Daily Record Eye on Annapolis
- 1/10 Economic Development Advisory Board Meeting
- 1/10 Maryland Libraries: Cherry Bekaert Lunch & Learn
- 1/11 MAPLA Meeting
- 1/11 Meeting with Havre de Grace Friends
- 1/11 Harford County Executive & Council President 2024 Legislative Address and State of the County
- 1/12 HCPL Fairy Tale & Superhero Festival
- 1/12 MLA Legislative Panel
- 1/13 NAACP Martin Luther King Annual Breakfast

- 1/16 HCPL Strategic Plan Stakeholder Meeting
- 1/16 HCPS FAMLI Stakeholder Meeting
- 1/17 Harford County Consortium Quarterly Meeting
- 1/18 Harford Chamber Board Meeting
- 1/18 Harford Chamber State of the County Luncheon

- 1/22 MD State Library Intergovernmental Relations Task Force Meeting
- 1/23 Harford Chamber Government Affairs Committee Meeting
- 1/23 HCPS Library Planning Workgroup
- 1/23 Harford County Executive Town Hall Budget Meeting
- 1/24 Conversation with the CEO for Non-Supervisory Staff
- 1/25 MAPLA Meeting
- 1/26 Legislation Conference Call

- 1/29 MD State Library Intergovernmental Relations Task Force Meeting
- 1/30 Legislative Conference Call
- 1/30 Presentation by TSFX, The Futures School
- 1/30 Lincoln Financial Meeting
- 1/30 HCPL Annual Friends Meeting
- 1/31 Greater Harford Night in Annapolis

Programming and Events Highlights

The Winter Reading Program at Aberdeen has been extremely popular with customers. The theme, mug, and bag have been well-received. Also, Aberdeen's introduction of weekly travel quizzes, where each completed quiz serves as an entry for gift basket drawings, has contributed to an increase of last year's registration total. Fallston's inaugural Pajamarama program experienced a great turnout. The story time segment featuring stories and songs was enjoyed by all attendees. Parents expressed appreciation for the program, including interest in future Pajamarama events.

The Family Game Night in Havre de Grace attracted both teens and families, who engaged in a variety of card and board games such as Sorry, Codenames, Azul, and Sushi Go. Attendees expressed excitement for the library to host similar programs in the future. The branch plans to revisit this initiative for the summer due to the positive response by the 21 customers.

Saturday Story Time at Joppa drew a large crowd, with positive feedback received from attendees. The promotion of the event on a neighborhood Facebook page contributed to the turnout, with one mother praising Rachel's hosting skills. Furthermore, a senior couple's completion of the WRP Passport was met with excitement as they received their prizes. They enjoyed a bowling outing, which they had not done in years. And they loved the complementary ices cream at one of the stops. They thoroughly enjoyed participating in the program.

Teen Services Highlights

Despite poor weather conditions, Aberdeen's Teen Crafternoon program saw enthusiastic participation. Attendees engaged in Batik dyeing activities. This was a successful turnout despite the challenges posed by school closures and reduced library hours.

Twenty-five teens and preteens participated in Bel Air's Babysitter Training class. The program attracted the attendance of two Girl Scout troops. The session included a safety presentation delivered by the Bel Air Volunteer Fire Company.

A group of Fallston teens showcased their creativity by crafting DIY Neon Signs using wire and zip ties. Joppa teens enjoyed two activities: the Black Panther Green Screen experience and the DC vs Marvel trivia challenge. Both were very popular.

Customers at Whiteford's Modge Podge Craft and Create program had an enjoyable experience. They crafted car coasters and jars using Modge Podge, for personal use or gifting.

Teens at Edgewood's Manga Drawing Lessons program received instruction on drawing manga characters, with a focus on facial features such as hair, lips, and eyes.

Marketing & Communications

Social Media

The HCPL social media audience & interaction continues to grow.

- Facebook = 31,165 total followers
 - HCPL Main Facebook – 9,531 followers
 - HCPL Choose Civility Facebook – 1,158 followers
 - Branch Facebook combined – 20,476 followers
- *(All 11 branches, Choose Civility, Rolling Reader, Silver Reader)*
- Instagram = 8,855 total followers
- HCPL Main Instagram – 1,848 followers
- Branch Instagram combined – 7,007 followers
 - *(All 11 branches, Choose Civility, Rolling Reader, Silver Reader)*
- HCPL Main X (formerly Twitter) – 1,916 total followers
- HCPL Main LinkedIn – 733 total followers
- HCPL Weekly Newsletter – 37,504/26,573 contacts/subscribers

- Sent 1-2 eNews per week for a total of 6 in January

Programs and Partnerships

Winter Reading 2024

Following the December 21 start date, January marked our first full month of Winter Reading 2024.

Adults who read/listen to at least 5 books and high school students in grades 9-12 who read/listen to at least 3 books earn a 2024 Winter Reading special collector's edition mug*.

In addition to the reading component, a *Book Your Journey* Passport is also available to customers and may be picked up at any HCPL location. Collect stamps in your passport by visiting select Harford County businesses, aka stops, and/or participating in HCPL Winter Reading activities. Once you have at least 8 different stamps, return your Passport to any HCPL location to earn a 2024 Winter Reading tote bag*.

A special THANK YOU to our 2024 Winter Reading Sponsors: APGFCU; BGE; White Square Vascular Surgery; Harford County Public Library Foundation; Bel Air, and Havre de Grace Friends of HCPL.

*While Winter Reading runs through March 2, 2024, mugs and tote bags are only available while supplies last.

Below numbers as of February 5, 2024

- Enrollment = 2,836 (Adult 2,564 + Teen 272)
- Program Completers = 1,240 (1,142 Adults + 98 High School)
- Total Books Logged = 8,216
- Total Community Activities Logged = 1,775

2024 Fairy Tale & Superhero Festival

The 6th annual event featured celebrity story times throughout the day where local community leaders shared their favorite children's picture books. Attendees were encouraged to come dressed as their favorite fairy tale/superhero character. The full-day schedule included crafts and STEM activities.

- January 12
- Abingdon Library
- 782 attendees

Meet the Author: Irmgarde Brown

HCPL retiree and local author celebrated the launch of her newest book, *Children in the City of Czars*. Books were available for purchase and attendees had the opportunity to get their books signed.

- January 22
- Abingdon Library
- 14 attendees

Genealogy Week 2024 January 22-26

Featuring virtual and in-person programming, this annual event included an amazing line-up of presenters as well as a wide variety of topics.

- Taming the Chaos: Organizing Your Genealogy Research
 - January 22
 - Virtual program, on Zoom
 - Presented by Lisa Lisson, genealogy expert behind "Are You My Cousin?" website
 - 327 attendees and views, combined
- Where to Find Maryland Genealogy Resources
 - January 23
 - Virtual program, on Zoom

- Presented by Caprice DiLiello, manager of the Maryland Department, Enoch Pratt Free Library/State Library Resource Center
 - 147 attendees and views, combined
- Jarrettsville Genealogy Discussion
 - January 25
 - Jarrettsville Library
 - 7 attendees
- Migration Trails Across America
 - January 25
 - Virtual program, on Zoom
 - Presented by Peggy Clemens Lauritzen, author of several Legacy QuickGuides on the Appalachian states
 - 153 attendees and views, combined
- Genealogy After Hours
 - January 26
 - Joppa Library
 - 10 attendees

Community Partnership – Harford Community Action Agency (HCAA)

HCAA has programs that support our community and there is an HCAA representative scheduled to visit one HCPL location each week. Customers are invited to learn more about community assistance programs and services that include Maryland Energy Assistance Program; Harford County Fuel Fund; Homeless Prevention; Homeless Services; Community Food Pantry/Food Bank; Financial Services Program; and GED Plus. Took place every Tuesday afternoon at a different branch each week (Aberdeen, Edgewood, Havre de Grace, and Joppa Libraries).

In addition to the weekly HCAA representative branch visits, a Mobile Pantry program was also offered, where bags of non-perishable food were distributed, while supplies last.

Community Partnership – Lawyer in the Library

This free* brief legal advice clinic, by appointment only, features counsel from the Harford County Bar Foundation (HCBF). They offer legal advice for family issues like divorce and custody; help filling out forms; and more. Took place at the Aberdeen Library in November. *A \$5.00 administrative fee is due to the HCBF at time of appointment: cash only.

Community Partnership – Eden Mill Nature Center StoryWalk®

HCPL has an on-going relationship with Eden Mill and each quarter, HCPL creates a fun, educational, self-guided StoryWalk® that places the pages of a children's book out in nature! Autumn's *A Fall Ball for All* was available through mid-December and the new winter title, *Hibernation Station*, is now in place through the beginning of March.

Marketing Request Forms (MRFs) Completed in January

Promotional materials for HCPL programs and events are created, proofed, and produced by the team. The group completed nearly 126 MRFs in January. These jobs involve designs for several different mediums, everything from printed flyers or posters to digital files, such as graphics for the various social media platforms, flatscreens, and webslides.

The 10th Annual Film This! Book Trailers Contest

After taking a hiatus last year, our teen librarians are happy to welcome back Film This! in 2024.

Teens are invited to create short videos to promote their favorite books. Submissions will be reviewed by library staff and are due on/by February 15. Winners will be announced at a red-carpet premiere at the Abingdon Library in March. Additional details and contest guidelines are available at HCPLonline.org.

Upcoming - King George III as Liberal Reformer: The Enlightenment and the American Revolution

Join Dr. William B. Allen in conversation with the Honorable Alex M. Allman as they discuss Montesquieu's 'The Spirit of the Laws', A Critical Edition- edited and translated by Dr. Allen. The recently opened Royal Archives show that George III, before he ascended to the crown, also translated "Spirit of the Laws." Dr. Allen will reflect upon the implications of King George's translation for the Revolution as well as to compare it with his own translation. This program will be recorded and will be available for future viewing at [HCPLonline.org](https://www.hcplonline.org).

- Thursday, February 29
- Abingdon Library 6:30-7:30 pm
- Registration is recommended at <https://programs.hcplonline.org/event/9972815>.

Upcoming – 4th Annual Women's Summit

This very special event features **Erin Moran**, Executive Director of the Dr. Nancy Grasmick Leadership Institute, an organization dedicated to positively impacting the region and beyond through results-producing and ethical leadership development, **Janet S. Currie**, President of Bank of America, Greater Maryland Market and the market executive for the Local Markets Organization, and **Wendy S. Meadows**, best-selling author of *sparkle & GRIT: Live a Technicolor Life By Finally Finding Balance, Escaping Monotony, and Beating Burnout*. All speaker presentations will be followed by a short Q&A.

A light breakfast and box lunch, by local favorite, **Coffee**, are included in the ticket price as well as a copy of our featured book *sparkle & GRIT!* Thank you to our amazing sponsors **The Daily Record** and **Harford Community College!**

- Tuesday, March 5
- Abingdon Library 10 am-1 pm
- Ticket purchase required (\$40) - <https://www.eventbrite.com/e/harford-county-public-library-4th-annual-womens-summit-tickets-810518090427>

Additional Views for Previously Reported Programs, Events, and Partnerships

- Book Bites, 1-minute videos of "bite-size" book recommendations from Harford County Public Library
 - 717 views total – January for all age groups
- Previous Genealogy Virtual Programs
 - 116 views total – January additional views

Recent Media Hits and Press Mentions

Press Releases Distributed

- *HCPL Opening at Noon Today, January 20, 2024* – January 20
- *HCPL Closed Today, January 19, 2024* – January 19
- *HCPL Opening at Noon Today, January 16, 2024* – January 16
- *HCPL Holds Romance Author Fest* – January 11
- *HCPL Closing at 3pm Today, January 9, 2024* – January 9
- *HCPL Seeking Candidates for Board of Trustees and Student Liaison* – January 3
- *HCPL Holds 6th Annual Fairy Tale & Superhero Festival at Abingdon Library* – January 2

Advertisements

- *HCPL Congratulates 2024 Athena Award Nominees* – 2024 Athena Awards – January 2024

Television

- "Library CEO Mary Hastler Highlights 2024 Fairy Tale & Superhero Festival" – *Fox 45* – January 7 – *WJZ@9* – January 8

Print

- "Harford Mutual Donates Over \$425,000 to Charities" – *The Aegis* (online) – January 31
- "HCPL Foundation Raises More Than \$100,000 at 19th Annual Gala" – *Baltimore Business Journal* – January 26

- “Property Tax Credits Available for Seniors, Veterans in Harford County” – *The Aegis* (online) – January 23 – *Bel Air Patch* – January 25
- “HCPL Seeks Board and Student Liaison Candidates” – *The Aegis* (online) – January 15
- “What’s Open, Closed for MLK Jr. Day 2024” – *Bel Air Patch* – January 12
- “2024 Romance Author Fest” – *Harford County Chamber of Commerce, I95 Business* (online), *The Patch* – *Aberdeen, Bel Air, Fallston, Havre de Grace* – January 11 – *Bel Air News & Views* – January 15 – *The Aegis* – January 17 – *The Aegis* (online) – January 19
- “Nancy Shull Obituary” – *Legacy.com* – January 3
- “6th Annual Fairy Tale & Superhero Festival” – *Harford County Chamber of Commerce, I95 Business* (online), *The Patch* – *Aberdeen, Bel Air, Fallston, Havre de Grace* – *Bel Air News & Views* – January 2 – *The Aegis* (online) – January 12
- “2024 Winter Reading Program” – *Harford County Living eNewsletter* – January 1 – *Cecil Whig* – January 3 – *The Aegis* – January 5 -
- “Bel Air Donates ‘Acts of Kindness’ to CTR” – *CTR eNewsletter* - *The Paddock Post* – December 2023

Foundation

The Harford County Public Library Foundation convened for its meeting on January 23rd. The upcoming session is scheduled for February 27th at 6:30 p.m. at the Abingdon Branch.

Board Expansion:

During the January session, the Foundation unanimously resolved to appoint 5 new Directors, namely Sarah Klein, Lee Tayson, Jonathan Waterhouse, Rachel Harbin, and Silvana Bowker, to the Foundation Board. Adding these directors augments the Foundation with valuable experience, wisdom, and expanded networks.

Digital Presence:

Efforts are currently underway to enhance the Foundation's digital presence and materials. Our Foundation's web page is undergoing a comprehensive update to accurately reflect our mission, initiatives, and impact. This revamp aims to create a more user-friendly experience for visitors, providing easy access to information about our programs, events, and ways to get involved. In addition to our online presence, we are refining our print and digital collateral, including donor letters, board materials, and brochures, to communicate the Foundation's goals and achievements more effectively.

In addition, important updates were made to the Foundation's insurance policy in January, and a financial program through Blackbaud, the Foundation's donation software, was explored.

Financial Highlights:

A total of \$32,500 has been successfully raised to bolster the 2024 Summer Reading Challenge. Projections indicate that expenses for the completion gifts and incentive bags for 2024 will amount to \$30,000.

The Foundation's Annual Giving Campaign has raised over \$12,500 in contributions to date.

Upcoming Events:

In a significant initiative, the Taste of Harford, a gastronomic event showcasing local restaurants, breweries, wineries, and agricultural partners, is slated to debut on May 19th, from 1 to 4 pm, at Vignon Manor Farm in Darlington. Collaborative partners for this event include Visit Harford, Harford County Farm Bureau, Harford County Health Department, Harford County Ag Advisory Board, and the State Department of Agriculture. Noteworthy progress has been made, with the launch of a dedicated web page, distribution of restaurant invitations, and plans underway for a publicity push at the end of the month. Anticipated ticket sales are scheduled to commence in March.

Moreover, the Foundation has submitted a grant proposal to be designated as the beneficiary of proceeds from SIAB's golf tournament while also exploring collaborative opportunities with other nonprofits for two additional fundraisers.

Looking ahead, the Foundation aspires to organize a 2024 Night out with an Author alongside an art exhibition featuring the Gala theme and works from several local artists.

Donor Appreciation:

The Foundation launched a February donor appreciation campaign. Donors who have contributed over \$500 to the Foundation in the last year will receive heartfelt Valentines expressing our deepest appreciation for their generosity. Additionally, all donors will receive a special Valentine's email blast expressing our gratitude for their ongoing support of the Library. As a small token of our appreciation, each recipient will be offered a discount at a local café and partner, Coffee.

Community Engagement:

The Friends of the Library groups is now under the coordination of the Director of Philanthropy and Community Engagement. Ms. Shrodes has been attending each of the Friends Groups meetings this fall and winter and coordinated a Friends Group Council meeting consisting of the Friends Groups officers at the Abingdon Library in January. This is the first time the group has met since 2019. The Library CEO, Ms. Hastler and Ms. Shrodes presented 2024 plans and initiatives at the meeting. Guidelines regarding Friends Charity Book Sales and upcoming Friends events were also shared and thirty people attended.

Ms. Shrodes coordinated the library presence at outreach events for Cherish the Child, Project Homeless Connect, and the Wheelchair Costume Workshop.

DRAFT Statement of Financial Position as of December 31, 2023

Assets

Checking/Savings	\$ 1,470,021.75
Accounts Receivable/Prepaid-Other	33,370.00
Total Assets	\$ 1,503,391.75

Liabilities & Equity

Accounts Payable	\$ 1,425.00
Other Liabilities	188,011.90
Total Liabilities	\$ 189,436.90

Equity

Temporarily Restricted Net Assets	\$ 1,316,250.12
Board Designated Net Assets	2,258.99
Unrestricted Net Assets	-112,337.48
Net Income	107,783.22
Total Equity	\$ 1,313,954.85

Total Liabilities & Equity	\$ 1,503,391.75
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Cultural Arts Board

Tuesday, February 13th, was Maryland Arts Day in Annapolis and members of the Cultural Arts Board visited local their local delegates asking for support for the Maryland State Arts funding request.

ACTION ITEMS

Personnel Changes

Dr. Allen requested that the monthly report be deferred until next month in order to allow time for the Board Human Resources subcommittee to review.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

BUSINESS FROM THE CHAIRPERSON

Dr. Allen wished all a happy Valentine's Day.

BUSINESS FROM BOARD MEMBERS

There was a lively discussion of some of our online products.

PUBLIC COMMENTS

There were no public comments.

ADJOURNMENT OF PUBLIC MEETING

MOTION: Motion by Ms. Wright, seconded by Colonel Vogelhut, US Army Retired and approved by unanimous vote to adjourn the Public Meeting.

The public meeting adjourned at 6:50PM.