

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

MEETING MINUTES

July 20, 2023

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

Absent: 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 6:29PM.

CHANGES TO THE AGENDA

There were no changes to the agenda.

RECOGNITIONS/PRESENTATIONS

Dr. Allen recognized and welcomed new Trustee Michael Woods and Student Representative Ava Holloway, both present for their first Board meeting.

Ms. Hastler introduced Rachel Larkin, Library Associate I, who was present to observe the Board meeting as part of the Library Associate Training Institute program.

APPROVAL OF MINUTES

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

Dr. Allen noted one minor spelling correction to the minutes.

MOTION: Motion by Mr. Flannery, seconded by Mr. Vido, and carried by unanimous vote to approve the Minutes of the June 14, 2023 Meeting as presented.

COMMITTEE REPORTS

Budget & Finance Committee –Mr. Vido

The Treasurer's Report was prepared by Kathy Cogar, Chief Financial Officer. Operating expenditures for the fiscal period ending June 30, 2023 were within the annual FY2023 budget. Revenues were \$23.6 million and Expenditures were \$20.3 million. The Materials budget was overspent by 2.3% (or 0.27% of the overall budget). This was primarily due to inflation, as everything we purchase costs more. We are closely monitoring spending going forward.

The committee did not meet.

Executive Committee – Dr. Allen

The committee did not meet, but will be meeting to discuss the resignation of Trustee Shannon Gahs.

Capital Improvements Committee – Dr. Allen for Dr. Head

The committee did not meet.

Human Resources Committee – Ms. Wright

The committee did not meet.

Foundation Board – Ms. Hastler for Ms. Martin

The Foundation Board met on June 27, 2023 for their annual retreat, and a detailed report is included in the CEO report below.

PUBLIC SERVICES REPORTS

Statistics – Ms. Parry

Ms. Parry reviewed 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. Holloway

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

CEO REPORT

Capital & Building Projects

Capital Projects Planned for FY 2024 – The County Administration has “pushed back” capital projects planned for FY 2024. The County Executive provided a letter of confirmation certifying a local minimum match (45%) for the Bel Air Library Renovation Project. The County has included \$575,000 in the FY 2024 County Capital Funds for the Bel Air roof replacement. A meeting was held with the County and the final capital budget has not been released to the Director of Capital Projects for funding the Bel Air Roof Project.

Abingdon – The Library Team met with the County to review the ongoing roof leaking issues. The coping and flashing appear to be the main focal points requiring attention going forward. The County has contracted with Garland/DBS, Inc., to work on coping replacement and redoing sill plate and caulking. The North side of the roof coping and flashing replacement/redoing began July 3rd. This work is only being done on the North side of the building where the leaks have been more frequent to see if this is a solution to the ongoing leaks. Facilities will monitor this area for the next 6 months and if it appears to be successful, the rest of the roof will be done.

Bel Air – Both elevators have been completed and new LED lights added to the hall area of each elevator. The branch reopened June 28th with much cheers from the community after being closed since April 10th for the project.

The roof needs replacing immediately along with repair to some structural damage. The County estimate is \$575,000 for FY 2024. The project may require closing the drive through for a portion of the project for staging and we would coordinate with the Town of Bel Air Police Department who use the drive through lane for emergency access.

Darlington – The branch has been experiencing leaks around the windows each time there is a heavy rain. The County and the Contractor met at the branch to evaluate the leaks. It was determined the windows were not installed properly and will need to be removed and installed properly. The building is still under warranty and the county is coordinating the repairs.

Edgewood – The County notified the library that they are using balances of a Community Development Block Grant (CDBG) funding to repave the Edgewood Library parking lot. The County will be putting the project out to bid and eligible funding for the project totals \$166,886.21.

Fallston - Sidewalks are scheduled for repair/replacement. There may be a need to close the branch for part of the repair. We will know more specifics closer to the start date.

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 lock at closing.

All Branches - Hydration Stations are scheduled for installation for branches that currently do not have this type of water fountain. We are in the process of selecting a plumber to begin the project.

Board Updates – A letter of recommendation was submitted to the County Executive requesting the appointment of Dr. William Allen as Library Board Chair for FY 2024. The Board unanimously voted to continue Dr. Allen in this position for fiscal year 2024. Under the Harford County Code 9-129, by July 1 of each year, the *Library* Board shall nominate one of its members as Chairperson, subject to the appointment by the County Executive and confirmation by the County Council.

Trustee Woods and Student Representative Holloway attended Board orientation on Wednesday, July 19th at the Abingdon Library and were provided an introductory overview of the Library and Board.

Trustee Shannon Gahs has resigned from the Board. She has relocated to Howard County and is no longer eligible to serve on the Board. We will be filling the seat on the Board and the new Trustee will complete Ms. Gahs' term (June 30, 2025) and then be eligible for their first five-year appointment to the Board.

FY 2023 Audits – The preparation for the audit is underway and we have engaged Mitchell Titus as the auditors. CohnReznick, LLP previously performed the audit and they have separated and Mitchell Titus is the Successor to CohnReznick, LLP. The Foundation Audit begins the week of July 24th with auditors, Ellin & Tucker.

The Arc Northern Chesapeake Region – The Abingdon Library received a certificate of appreciation and thanks “as a community partner empowering people with differing abilities to live, work and thrive”. The Arc emphasized that the library “service fosters education and personal growth, which are so important in one’s journey to lead a personally valued life”.

American In-house Design Award – The Library is the recipient of the 60th Annual Graphic Design USA In House Design Award for Surface + Vehicle Graphics category for the vehicle wrap artwork design on the Travelling Library vans. Over 5,000 entries were received with less than 10% recognized with awards and HCPL is one. This is wonderful recognition for the Marketing Department and team. A formal announcement will be forthcoming.

Meetings & Presentations

June 2023

6/1 MD Humanities Finance Committee Meeting

6/3 Char Hope Stampede for Recovery

6/3 Dancing for the Arts Gala

6/5 & 6/6 MD State Library Blueprint Project Meeting

6/7 Futures for All in the Library – Teach the Future webinar

6/7 Greater Bel Air Community Foundation Annual Event

6/7 HCPL Program: Jennifer S. Kelly – *The Foxes of Belair: Gallant Fox, Omaha, and the Quest for the Triple Crown*

- 6/8 HCPL Foundation Gala Planning Meeting
- 6/8 HCPL Foundation Gala filming
- 6/9 Harford Chamber Education & Scholarship Breakfast

- 6/12 Harford County RUN Board Meeting
- 6/13 Chesapeake Professional Women's Network Meeting
- 6/13 Coffee with the CEO for Non-Supervisory Staff
- 6/14 Economic Development Advisory Board Meeting
- 6/15 Harford County Chamber FY 24 Budget Meeting
- 6/15 Harford County Public Schools Virtual Bowtie Breakfast Guest DJ
- 6/15 MD Humanities Executive Committee Meeting
- 6/15 Harford Chamber Annual Meeting & Gavel Exchange
- 6/16 BGE Local Community Advisory Council Meeting

- 6/21 Harford County Consortium Quarterly Meeting
- 6/21 HCPL Foundation Gala Committee Meeting

- 6/26 HCPL Program: Summer Reading Kickoff Events
- 6/27 HCPL Foundation Board Meeting
- 6/27 Aberdeen Chamber of Commerce Scholarship Lunch
- 6/27 HCPL Foundation Annual Picnic Dinner
- 6/29 IGRTF Government Relations Session

Programming and Events Highlights

In June, summer programming events and activities got off to a great start. Abingdon hosted EcoAdventures on June 29, with more than 160 attendees. The presenters brought various animals from a tarantula to a caiman (an animal in the subfamily of alligators) which families thoroughly enjoyed.

The Rope Warrior program at the Bel Air Library attracted a crowd of over 100 people entertaining customers with jump rope tricks with plenty of audience participation. The program was moved indoors due to the red air quality alert but that did not deter the crowd from having a great time!

At the Fallston Library, there was a crowd of over 60 children and adults at story time on the last Tuesday of the month. Participants were thrilled with the action packed storytime and complimented the staff on the content.

At the Whiteford library the Master Gardeners had a “berry” good turnout for their presentation on brambles, berries, and small fruits on Saturday June 3rd. Attendees learned about finding the sweet spot for growing blueberries, strawberries, raspberries, and blackberries in their own backyards.

And finally, a customer remarked on the Silver Reader's service, “Wow – we are spoiled – you guys work at the library AND come out to the senior center to make sure we get lots of books. Thank you!”

Teen Services Highlights

This year's Summer Reading Adventure is off to a great start and more than 112 teens have volunteered to assist with the program! Our teen volunteers assist customers register for the program and provide other support as needed. It is a really big help to the staff and we love that so many teens are involved!

In addition to volunteering, teens and their friends are attending numerous library programs. At the Aberdeen Library, the *Scary Stories From Around the World* program attracted a crowd, who sat around a faux campfire, enjoyed pizza, and shared creepypasta. Creepypasta is the internet version of scary camp stories.

At the Edgewood Library, the *PlayStation Power Play* program has ramped up the fun, becoming a two-day a week program all summer long. Teens have been enjoying the constant game play that happens right after the summer lunch program.

Registration was full for *Summer Spa Day* at the Fallston Library. Teens worked together to make bath bombs and create their own sugar scrub with essential oils and food coloring. The meeting room was very fragrant after that program!

Marketing & Communications

Social Media

The HCPL social media audience & interaction continues to grow.

- Facebook = 29,525 total followers
 - HCPL Main Facebook – 8,922 followers
 - HCPL Choose Civility Facebook – 1,160 followers
 - Branch Facebook combined – 20,603 followers
 - *(All 11 branches, Choose Civility, Rolling Reader, Silver Reader)*
- Instagram = 8,248 total followers
 - HCPL Main Instagram – 1,692 followers
 - Branch Instagram combined – 6,556 followers
 - *(All 11 branches, Rolling Reader, Silver Reader)*
- HCPL Main Twitter – 1,904 total followers
- HCPL Main LinkedIn – 703 total followers
- HCPL Weekly Newsletter – 37,789/27,275 contacts/subscribers
- Sent out 1 eNews per week for a total of 5 in June
- HCPL Patron Point Emails
- Sent 4 promotional emails for Summer Reading
 - Email 1 - Audience: 7,628
 - Email 2 - Audience: 7,086
 - Email 3 - Audience: 7,024
 - Email 4 - Audience: 7,827

Programs and Partnerships

2023 Summer Reading Adventure: “All Together Now”

Registration for this year’s Summer Reading Adventure “All Together Now” began on Thursday, June 1st and the program ends August 12.

Summer Reading encourages participants of all ages to achieve reading goals and continue learning throughout the summer. Reading over summer break can prevent summer learning loss while also setting children up for success in the next school year and beyond.

Registration is available online at HCPLonline.org or by visiting any HCPL location. Once registered, infants through high school seniors are invited to pick up this year’s Summer Reading coupon sheet – filled with a variety of offers from local businesses and a voucher to attend an Aberdeen IronBirds baseball game, while supplies last.

Reading goals are easy and fun!

- Infants to Preschoolers - 25 books
- Elementary - 10 books
- Middle & High School - 3 books
- Adults - 5 books

Two Summer Reading Adventure Celebrations were held on Monday, June 26: one in the morning in Abingdon and Jarrettsville in the afternoon. Sponsors were invited to attend to meet Summer Reading participants and distribute additional incentives. It was also the first day that completion prizes and certificates became available, while supplies last. This year's prizes include a free book for infants through middle school and a free Horizon Cinemas movie ticket for high school.

- Abingdon Library 10am-noon
 - 560 attendees
- Jarrettsville Library 1-4pm
 - 175 attendees

Staff have been very busy planning a robust schedule of programs and activities geared towards readers of all ages. Special Guest Presenters include the National Aquarium, The Rope Warrior, Ferrets & Friends, EcoAdventures, Magician Mike Rose, Talewise, Chesapeake Therapeutic Riding (CTR), and more!

The Summer Reading Adventure would not be possible without the generous support of this year's sponsors: Platinum Sponsor Celebree School; Gold Sponsors Bel Air Friends of HCPL and Harford Day School; Silver sponsors APGFCU, The John Carroll School, Klein's Shoprite and Rosedale Federal. Other sponsors include Aberdeen Friends of HCPL, Abingdon Friends of HCPL, Aberdeen Rotary, and Gemcraft Homes. In-kind sponsors are Horizon Cinemas and Aberdeen IronBirds.

- 13,126 registrants as of July 10
- 32,706 books read

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).

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 June. *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! The new summer title, *Bird Watch*, was installed in advance of the June 21st summer solstice and is available for families to enjoy until late September.

Additional Views for Previously Reported Programs, Events, and Partnerships

- Book Bites, 1-minute videos of “bite-size” book recommendations from Harford County Public Library
 - 385 total June views for all age groups
- Previous Genealogy Virtual Programs
 - 22 total June additional views

Advertisements/Sponsorships

- 2023 Harford County Chamber of Commerce Annual Dinner – June 8

Press Releases Distributed

- *Bel Air Library Reopens June 28 – June 23*

Recent Media Hits and Press Mentions

Television

- “Harford County Executive Signs New Budget for Upcoming Fiscal Year” – *WMAR-2 ABC* – June 15
- “HCPS Provide Free Meals to Children During Summer” – *WBFF – Fox Baltimore* – June 16
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Print

- “Harford County Public Library’s Summer Reading Adventure Program Under Way” – *Harford County Chamber of Commerce, The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace* – June 1 – *Harford Happenings* – June 2 – *The Aegis* (online), *Yahoo! News* – June 6 – *The Aegis* – June 7
- “Author Jennifer S. Kelly” – *The Baltimore Sun* – June 2
- “Harford County Executive Approves \$1.2 Billion Budget for Fiscal Year 2024” – *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace* – June 15
- “Summer Lunches Start June 20” – *Bel Air Patch* – June 19
- “Piecing Together Harford’s History” – *I95 Business* (online) – June 21
- “Bel Air Library Reopening” – *Harford Happenings, I95 Business* (online), *Bel Air News & Views, The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace* – June 23 – *Harford County Living, Harford County Chamber of Commerce, The Aegis* (online) – June 26 – *The Aegis* – June 28

Foundation

The Harford County Public Library Foundation met June 27th. At the meeting the following slate of officers was elected, President, Sharon Lipford; Vice President Matt Buecker; Treasurer, Andy Guckert; and Secretary, Robin Sommer. In addition, Director Phil Logan was reappointed for a second term, and Carolyn Lambdin and Deborah Williams were recognized as Directors Emeritus. The Foundation reviewed and approved an updated Investment Policy and Foundation Bylaws.

More than 600 children and caregivers attended the Summer Reading Kickoff events at Abingdon and Jarrettsville Libraries. Sponsors were thrilled for the opportunity to interact with families during the exciting festivities which included entertainment and crafts coordinated by the talented branch teams and Extreme Family Entertainment.

In June, the Foundation also wrote and produced a video to promote the upcoming Gala, *SpyBall; Secrets in the Stacks*. The 6 min commercial/PSA featured cameos from Library CEO Mary Hastler, County Executive Bob Cassilly, HCC President Dr. Theresa Felder, County Council President Pat Vincenti, Sheriff Jeff Gahler, Master Chef John Shields, and MD State Librarian Irene Padilla, and many more. The spot will debut in August when individual Gala tickets go on sale. The inaugural 19th Annual Gala Committee Meeting was held on June 21st with 21 committee members in attendance. The Foundation is currently marketing sponsorship opportunities to local businesses and community partners.

DRAFT Statement of Financial Position as of May 31, 2023

Assets

Checking/Savings	\$ 508,523.68
Accounts Receivable/Prepaid-Other	28,809.28
Total Assets	\$ <u>537,332.96</u>

Liabilities & Equity

Accounts Payable	\$ 1,385.00
Other Liabilities	176,790.39
Total Liabilities	\$ 178,175.39

Equity

Temporarily Restricted Net Assets	\$ 422,987.89
Board Designated Net Assets	2,258.99
Unrestricted Net Assets	-153,143.98
Net Income	<u>87,054.67</u>
Total Equity	\$ <u>359,157.57</u>

Total Liabilities & Equity \$ **537,332.96**

Cultural Arts Board

Harford County Cultural Arts Board hosted their inaugural [Quarterly Arts Gathering](#) on June 1st at Jarrettsville Winery and Vineyard, designed to connect dance and theatre artists.

Harford County Cultural Arts Board is now accepting applications for FY24 Arts in Education Grants to support high-quality arts experiences for Pre-K through 12th grade audiences, or any age underserved population in Harford County.

Guidelines for Arts in Education Grants have been updated. In addition to other updates, applications will now be reviewed quarterly. The first deadline and best-consideration date is July 15.

The Kaleidoscope program, produced in partnership by Harford County Cultural Arts Board and HarfordTV has been awarded two Telly Awards. [Shine a Light on Paul Lyon: Of the Earth](#) was directed by Tommy Duncan II and produced by Jessica Cleaver. It received the following honors:

- 2023 Silver Telly in the category of Promotional Video Craft-Videography / Cinematography
- 2023 Bronze Telly in the category of Promotional Video Craft-Directing

At the June meeting of Harford County Cultural Arts Board, a sum of \$84,900 in Community Arts Development General Operating Grants for Fiscal Year were approved for the following Harford County arts organizations:

- B4 Youth Theatre
- Deer Creek Chorale, Inc.
- Harford Artists' Association
- Harford Choral Society, Inc.
- Harford County MD Chapter of the Barbershop Harmony Society
- Harmer's Town Art Center, Inc.
- Havre de Grace Arts Collective
- Scottfield Theatre Company
- Susquehanna Symphony Orchestra
- Theatreworks Live Inc
- Tidewater Players Inc.
- Upper Chesapeake Chorus of the Sweet Adelines, Inc.

Also, \$42,300 in Community Arts Development Grants supporting Arts Programming in FY24 were approved for the following:

- Bach Concert Series, Inc. - Outreach & Student Voice Exchange
- Bel Air Recreation Committee - 2023 Bel Air Festival for the Arts/Bel Air Community Chorus
- Friends of Jerusalem Mill, Inc. - 2024 Summer Concert Series
- Harford Community College - FY24 Arts Programming
- Havre de Grace Farmer's Market - Payment for local Harford County Musicians
- Maryland Center for the Visual and Performing Arts, Inc - Various and diverse concerts, workshops, exhibitions, playwriting
- Society of Italian American Businessmen - 2023 Inaugural Maryland Italian Festival

- The Arc Northern Chesapeake Region - FY 2024 Sprout Film and Art Festival
- The Liriodendron Foundation, Inc. - Music at the Mansion concert series
- The Trustees of Ladew Topiary Gardens - Garden Glow October 2023
- The Vestry of Deer Creek Parish - Deer Creek Coffeehouse

And, \$10,000 in supplemental funds to support marketing for the calendar year 2023 were added to FY23 Community Arts Development General Operating Grants for the following Harford County Arts organizations:

- Deer Creek Chorale, Inc.
- Harford Artists' Association
- Harford Choral Society, Inc.
- Harford County MD Chapter of the Barbershop Harmony Society
- Havre de Grace Arts Collective
- Scottfield Theatre Company
- Susquehanna Symphony Orchestra
- Theatreworks Live Inc
- Tidewater Players Inc.
- Upper Chesapeake Chorus of the Sweet Adelines, Inc.

ACTION ITEMS

Personnel Changes – July 2023 – Mr. Ross

The following human resources changes are submitted for review and confirmation:

NEW HIRES:

None

PROMOTIONS:

None

OTHER CHANGES:

Stevie Knight, Library Associate I, Norrisville Branch, 15 hours per week has been awarded Library Associate I, Aberdeen Branch, 37.5 hours per week. Effective Date: July 9, 2023.

RETIREMENTS:

None at this time

RESIGNATIONS/TERMINATIONS:

Mary Rasa, Library Associate II, Aberdeen Branch, 20 hours per week. Effective Date: July 29, 2023.

DISCIPLINARY ACTIONS:

None

LEAVE OF ABSENCE REQUESTS:

None

OPEN POSITIONS:

Aberdeen Branch

- None

Abingdon Branch

- Library Assistant II-Circulation, Abingdon Branch, 15 hours per week. Posted internally/externally. Interview schedule for July 19, 2023.

Administrative Office

- Technical Services Assistant, Technical Services Department, Administrative Office, 37.5 hours per week. Posted internally/externally. Interviews held. Conducting references.
- Cataloging and Metadata Librarian, Materials Management Department, Administrative Office, 37.5 hours per week. Posted internally/externally. Interviews scheduled July 21, 2023.
- Finance Director, Finance Department, Administrative Office, 37.5 hours per week. On hold.
- Administrative Assistant, Administration, Administrative Office, 37.5 hours per week. On hold
- Delivery Driver, Facilities & Operation, Administrative Office, 37.5 hours per week. Hiring Process.

Bel Air Branch

- Library Associate I/II – Adult Services, Bel Air Branch, 37.5 hours per week. Posted internally/externally. Interviews held. Recommendation forwarded for approval.
- Library Assistant II – Circulation, Bel Air Branch, 15 hours per week. On hold.
- Library Assistant II – Circulation, Bel Air Branch, 37.5 hours per week. On hold.
- Custodian, Bel Air Branch, 37.5 hours per week, On hold.

Darlington Branch

- None

Edgewood Branch

- Library Associate I/II, Edgewood Branch, 15 hours per week. On hold.
- Circulation Manager, Edgewood Branch, 37.5 hours per week. Posted internally/externally.
- Library Assistant II, Edgewood Branch, 15 hours per week. Posted internally/externally.

Fallston Branch

- Library Assistant II – Circulation, Fallston Branch, 15 hours per week. Posted internally/externally.
- Library Associate I/II, Fallston Branch, 15 hours per week. Posted internally/externally.

Havre de Grace Branch

- Library Assistant II, Havre de Grace Branch, 15 hours per week. Posted internally/externally.

Jarrettsville Branch

- None

Joppa Branch

- Library Associate I/II – Teen Services, Joppa Branch, 37.5 hours per week. Posted internally/externally. Interviews held. Recommendations forwarded for approval.

Norrisville Branch

- Library Associate I/II, Norrisville Branch, 15 hours per week. Posted internally/externally.

Whiteford Branch

- None

FUTURE VACANCY DUE TO RETIREMENTS:

- **Library Associate I/II – Opening the Gift**, Bel Air Branch, 28 hours per week. Effective Date: September 1, 2023. [Melinda Chase]

POSITION RECLASSIFIED:

None

HCPL Library Jobs:

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=A80FE008691EC4F03A189014B9C1100A>

The following are examples of some sites that maybe used to recruit for open positions: LinkedIn, Indeed, American Library Association (ALA), Marylib listserv, CareerBuilder, Monster.com, and Facebook.

Dr. Allen requested a motion to approve the Personnel Changes as presented.

MOTION: Motion by Mr. Flannery, seconded by Ms. Wright and carried by unanimous vote to approve the Personnel Changes as presented.

OLD BUSINESS

There was no old business.

NEW BUSINESS

There was no new business.

BUSINESS FROM THE CHAIRPERSON

There was no business from the Chair.

BUSINESS FROM BOARD MEMBERS

Mr. Vido shared that local author (and his wife) Jennifer Vido had been named a finalist for Baltimore Magazine's Best of Baltimore Readers' Poll for 2023!

PUBLIC COMMENTS

There were no comments from the public.

EXECUTIVE SESSION

Dr. Allen cited the provision in the Maryland Open Meetings Act allowing for closed sessions:

Maryland Open Meetings Act § 3-305

(b) In general – Subject to subsection (d) of this section, a public body may meet in closed session or adjourn an open session to a closed session only to:

(1) discuss:

(I) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or

(ii) any other personnel matter that affects one or more specific individuals;

Dr. Allen requested the Board retire to discuss confidential personnel matters.

MOTION: Motion by Ms. Wright, seconded by Mr. Vido, and approved by unanimous vote to approve the closing of the Public Meeting and go into a closed Executive Session.

The public meeting was closed at 7:02PM and the Executive Session began at 7:04PM.

Present during the Executive Session were: Dr. Allen, Mr. Flannery, Mr. Vido, Colonel Vogelhut, US Army Retired, Mr. Woods, Ms. Wright, Ms. Hastler, and Ms. Button.

The Board discussed confidential personnel matters.

MOTION: Motion by Mr. Adams, seconded by Ms. Gahs and approved by unanimous vote to approve the closing of the Executive Session and adjourn the Public Meeting.

The Executive Session was closed at 7:15PM and the Public Meeting resumed at 7:15PM for the sole purpose of adjournment.

ADJOURNMENT OF PUBLIC MEETING

The public meeting adjourned at 7:15PM.