

The Worcester County Library Board of Trustees met on Tuesday, February 11, 2020 at the Berlin Library. Members present were Leslie Mulligan, Nancy Howard, Vicki O'Mara, Patricia Tomasovic, Holly Anderson, Jamie Bailey, and new member Jeff Smith.

Also present were Jennifer Ranck, Director; Rachael Stein, Assistant Director; Elizabeth Gravenor-Stacey, Snow Hill Branch Manager (filling in for Amy Parker, Business Manager); Alice Pattera, Berlin Branch Manager; and Bethany Hooper from *The Coastal Dispatch*.

Regular meeting was called to order by Ms. Howard at 9:30 a.m. Recording device was acknowledged.

A motion to accept Minutes from the January 14, 2020 meeting was made by Ms. Anderson; seconded by Ms. O'Mara. All present were in favor.

Correspondence – The County Seat newsletter welcomed Ray Jenkins, part time employee in Ocean Pines and talked about our Library happenings. The Worcester County Times featured an article about new sensory materials offered at all the branches. The Bayside Gazette had several articles; the County Treasurer's office to move into the Ocean Pines branch; the OPA having the say over the Treasurer's office not being able to do this; local artists' works featured at the Berlin branch; and a cartoon of the Ocean Pines branch whether to allow Treasurer's office move.

Financial Report – Ms. Ranck reviewed branch expenses for January 2020. Ms. Ranck talked about the legal fees and discussed the Snow Hill branch water bill. The breakdown of the meeting room stats was added to the statistics report per the request of the Board. Ms. Howard asked about Berlin meeting room usage; there have been no requests that would require tiered seating. The background of tiered seating was given to Mr. Smith. We have small stages that are available for program use.

Administrative Report – Board members' received a copy of the Administrative report to review before the meeting. Ms. Ranck said Ocean City has great programs. A new sound system was installed in Ocean Pines. The Ocean Pines Fiber Friends had a fundraiser raising \$672 for us through their Hat & Scarf Sale. Pocomoke has a baby snake problem. Snow Hill had a juggling program which 12 people attended. Alec Staley is hard at work. The Youth Services added STEM kits. January was an excellent month for adult programming as we continue with the Brain Health advantAGE and our regularly scheduled programs. The Foundation trip "Harriet Tubman" is sold out and so many people have called, we will look into repeating the trip next year.

Staff Development Report - A copy of the Staff Development report was sent in each board member's packet to review before the meeting. Ms. Stein said the entire youth services team attended a training on **Virtual Reality Equipment** on January 8. A team comprised of four Ocean City branch staff members – **Tyvonnia Braxton, Seth Nedrow, Alicia Blake, and Marshall Shord** - along with Rachael Stein, attended the first workshop in a three part series on **Agile Management** on January 14. Along with groups from other libraries from around the region, they will be learning how thinking styles affect the work environment, and using this information to work more effectively as a branch team. Ryan Dowd webinars are popular among staff and may be considered for a future staff day. A new staff orientation course through Niche Academy is in the works. Ms. Howard asked if she could try the tutorial so she understands more about library staff responsibilities.

**Old Business** – A copy was sent in each board member’s pack to review before the meeting.

**Pocomoke Library Pre-Design** On January 24 representatives from Worcester County Commission on Aging, Worcester County Health Department, and the Library met with Jeff Schoellkopf to discuss space needs for a proposed shared building. Mr. Schoellkopf will have a few sketches to see if/how a building could be placed on the parcel sometime in the next few weeks. During a Pocomoke City Council Meeting, a public information session was requested to gather community input. We are working with Pocomoke’s Planning Director to complete Phase 1 environmental testing. Ms. Mulligan mentioned a possible elevated building with parking underneath, due to the proximity to the river.

**Treasurer’s Office** The County withdrew their request to move the Treasurer’s satellite office to the Ocean Pines branch. Mr. Burkett, Ocean Pines Branch Manager, is looking at different ideas for space, possibly tutoring area.

**County Budget** The FY 2021 budget was submitted and there will be a meeting with Budget Officer, Finance Officer and Chief Administrative Officer on February 14. Budget presentation to the County Commissioners will take place on March 31 or April 14.

**New Business –**

**10,000 Flowers Project** The Ten Thousand Flowers Project is headed by lifelong artist, Tim Gibson. *“His vision is to bring communities together to create one giant mural stretching over a mile long, filled with ten thousand colorful flowers. To make it even more unique this massive mural will be split into hundreds of interconnecting parts like a giant jigsaw puzzle and created in over one hundred communities across the US from Florida to Alaska. And the best part; each mural will be painted by dozens of local volunteers from each of those communities.”* The Berlin Library was identified as a potential site. An outside spot did not look possible, but the meeting room south wall could work. The mural would be painted on several different panels and could be moved outside at a later time (perhaps as an entrance to the forest area in the future). The Board approved to move forward with project inside on panels in the meeting room to start with.

Ms. Paterra said Kristen Merritt attended law in Public Libraries training and is putting together a pamphlet. A group of adults recently used the branch for a birthday party scavenger hunt. A giving tree is located in the library entry way, with hand knit winter accessories available for those who need them. The kitchen faucet is still having issues, and the branch is still having a problem with skateboarders on the front porch. The police have been notified as well as the County Safety Officer.

A short break was taken from 10:25am to 10:30am.

**Strategic Plan** The library board took part in a facilitated conversation at the meeting to kick off our strategic plan process. The questions that was discussed include:

- What communities are represented in this conversation? What makes you most proud of your community?
- Take a moment and imagine you had a magic wand and could strengthen this community. What would you do? What would the result look like and how would it feel to you and others?
- What would help your community make progress toward achieving this goal?
- Where would you like to see yourself and your family in the next five years?
- What's one thing that could help you accomplish your personal goals? What challenges do you face to accomplish these goals?
- Of all the personal and community topics we've discussed, what do you care most passionately about? What are you currently working on and what assistance would you want from others in Worcester County?

Ms. Ranck recorded the board's answers. The State requires a strategic plan for grants. Additional conversations will be held with the public, Chamber groups, and Worcester County Public Schools this spring.

The next board meeting will be Tuesday, March 10 at the Ocean City Library meeting room at 9:30 a.m. Mr. Smith motioned to adjourn the meeting, Ms. O'Mara seconded. All present were in favor. The meeting adjourned at 11:54 a.m.

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Elizabeth Gravenor-Stacey