

The Worcester County Library Board of Trustees met on Tuesday, December 13, 2022 at the Ocean Pines Branch. Members present were Sandra Buchanan, Nancy Howard, Vicki O'Mara, Patricia Tomasovic, and Jocelyn Briddell via phone. Jeff Smith and Kathryn Culbertson were absent.

Also present were Jennifer Ranck, Director; Betsy Gravenor-Stacey, Assistant Director; Amy Parker, Business Manager; and Harry Burkett, Ocean Pines Branch Manager.

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

Ms. Briddell shared the policy committee's discussion related to a request by a local nonprofit to use the Berlin branch meeting room for a fundraising event. The Library's meeting room policy does not allow fundraising in the library. One option would be to allow sales to take place outside the library on the porch or partner with the Library Foundation (which is permitted to fundraise in the library). Both the meeting room policy and the patron conduct policy were reviewed. Discussion followed but no decision was made. The board will continue review at the January meeting.

Mr. Burkett said the door count is on the rise. The branch had 97 meeting room uses last month. Program attendance is increasing. Computer use is down, but people use the branch study room for zoom calls and school courses. The branch showed the film "Top Gun Maverick" and 12 people showed up. Blockbuster films seem to draw the most people. Youth Services Specialist Jake Nail is offering a nice variety of programs that attract both public and homeschool students. The branch appreciates their partnership with Showell Elementary. Mr. Nail is hosting a STEM program on Mondays. Ms. Howard suggested showing the MET live, an online opera series, as a program.

Ms. Howard asked if the library's Storywalk® was featured by the Association of Bookmobile and Outreach Services during Storywalk Week 2022 in November. Ms. Gravenor-Stacey said yes, she saw our submitted photo on Facebook and Twitter.

A motion to accept the amended Minutes from the November 8, 2022 meeting was made by Ms. O'Mara; seconded by Ms. Tomasovic. All present were in favor.

Correspondence – No comments were made. *The Courier* had an article regarding the Jimi Hendrix program at the Ocean Pines branch. *Ocean City Today* had an article about the Winter train garden display set up at the Ocean City branch. The *Coastal Dispatch* had an article on the Pocomoke library planning advances. The County Seat mentioned the Launch Phase early literacy program "blasting off" January 2023.

Financial Report – Ms. Parker reported on the branch expenses for November 2022. Ms. Ranck said the periodicals are over due to the rising newspapers costs. We will discuss the magazines with the branch managers to make some changes for the next fiscal year. Ms. Howard asked about the Ocean City general maintenance being so high. Ms. Parker and Ms. Ranck said the sprinkler system flush and new faucets in the public restrooms were a large part of the expenses.

Administrative Report – Board members received a copy of the Administrative report to review before the meeting. Ms. Ranck shared that the Calendar of Events cover features the new launch phase and one of our regular patrons at the Snow Hill branch. Youth Services Manager Sara Wheatley developed these passive activities so that families can use them any time they visit their local library branch. The Foundation board will be meeting next week. Ms. Ranck said all the branches are offering a wonderful variety of enrichment and educational programs. The board likes the partnership section included in the monthly reports.

Assistant Director's Report – A copy of the Staff Development report was sent in each board member's packet to review before the meeting. Ms. Gravenor-Stacey said adult patrons will be invited to participate in a Beanstack Reading Challenge in January and February 2023 titled "Cozy Up With a Good Book." Participants will earn a reading light for signing up and will earn chances to win a grand prize by reading and logging books, attending library programs, and writing a book review. The grand prize is a vintage board game that looks like a book. Three staff members are signed up for the advanced LATI program. The Mobile Multisensory Storywalk® is being installed at the Ocean Pines branch today. "Wowbrary" is a new service that will send weekly e-newsletters about new library materials to a list of subscribers. The link for library patrons to sign up for this e-newsletter will be available on our library website and will be promoted through our Constant Contact weekly emails, as well as on social media.

OLD BUSINESS:

Pocomoke The design committee had a meeting on December 2. Preliminary renderings of the building were shared with the library board. Discussion about the building roof lines and state funding followed. The library will know more once the Governor releases his budget in January.

Rebranding/Marketing Ms. Ranck and Ms. Gravenor-Stacey met with Unscene Productions last month to discuss the possibility of a marketing video for the library. This might be an effective way to tell people about the services the library provides, promote our new bookmobile, and plans for the new Pocomoke Library.

Library Hours The board thinks the current hours are confusing. Ms. Ranck provided door count information from the branches to show trends near closing times. The Berlin branch would have difficulty opening at 9 a.m. due to number of staff available. Ms. Howard would like to see the branches have Sunday hours. Alec Staley, Ocean City branch manager, would like the Ocean City branch to have a separate summer schedule to offer a few more operating hours during the busier season. March may be the right time to make any changes so they can be advertised in the Calendar of Events booklet, but decisions would need to be made by early February before it goes to print. A standard 9 am opening time will be added to the January agenda for further discussion.

Mobile Outreach Van Ms. Ranck and Ms. Gravenor-Stacey visited TechOps in Stevensville to visit the vehicle and go over some options. Ms. Ranck showed pictures to the board. There is \$3,000 already allocated in the purchase price for graphics. The Foundation can help if additional funds are needed. Ms. Ranck will share wrap designs with the board as soon as they are developed.

NEW BUSINESS:

FY 24 Budget Next year's budget request is due at the end of January. Ms. Ranck will discuss the materials budget with the branch managers and explore possible staff reorganization.

The next board meeting will be Tuesday, January 10 at the Pocomoke branch at 9:30 a.m. Ms. Tomasovic motioned to adjourn the meeting; Ms. O'Mara seconded. All present were in favor. The meeting adjourned at 11:23 a.m.

Amy Parker