

The Worcester County Library Board of Trustees met on Tuesday, February 14, 2023 at the Berlin Branch. Members present were Jeff Smith, Sandra Buchanan, Nancy Howard, Vicki O'Mara, Patricia Tomasovic, Jocelyn Briddell, and Kathryn Culbertson.

Also present were Jennifer Ranck, Director; Betsy Gravenor-Stacey, Assistant Director; Alice Paterra, Berlin Branch Manager; Amy Parker, Business Manager; and Amanda Laick, Mobile Services Coordinator.

Regular meeting was called to order at 9:33 a.m. by Mr. Smith. Recording device was acknowledged.

Welcome Amanda Laick, our new Mobile Services Coordinator!

Ms. Paterra said last week's program about Rev. Charles Tindley engaged people. Muralist Jay Coleman was in the area doing school visits and stopped in for the program. Artist Patrick Henry also attended. Ms. Paterra will reach out to Lisa Challenger to see about doing more programs. Thank you to the Berlin Friends for purchasing the new meeting room flags. Ms. Paterra attended an eye-opening webinar called *Strategies for Leading the Multigenerational Team* about communication between different generations. Ms. Paterra thanked Ms. Parker for doing a sea glass program at the branch. Another sea glass program is scheduled for June. Ms. Paterra said that County Maintenance cannot remove the white board in the Maryland Room. The white board is being removed so the portraits of Rev. Tindley and Stephen Decatur can be hung in the room. Ms. Ranck said she will call the company that installed it to see if they can take it out.

A motion to accept the amended Minutes from the January 10, 2023 meeting was made by Ms. Buchanan; seconded by Ms. O'Mara. All present were in favor.

Correspondence – No comments were made. *The County Seat* mentioned the Winter Reading Challenge. *The Coastal Dispatch* had an article regarding the continuing process for the new Pocomoke Library.

Financial Report – Ms. Parker reported on the branch expenses for January 2023. Mr. Smith asked about the encumbrance expense for Pocomoke. Ms. Ranck said it was the cost for the fuel tank replacement, the encumbrance came from last year's budget. Ms. Ranck said she had the budget meeting with the County yesterday and she will have to tweak a couple of things. The Library just spent \$15,000 from the computer budget line to get Ocean City new computers. The branches are on a 3 to 5-year cycle for replacement computers. Berlin will be on next year's cycle. Mr. Smith noted on the overall statistics that January was higher than last year.

Administrative Report – Board members received a copy of the Administrative report to review before the meeting. Ms. Ranck said the Ocean City Branch Kids Section recently received a new, fun activity table. It is large and allows us to plan better and larger passive programs for kids and families. Savannah Varner continues to have a great turnout for her Story Times, all of which are drawing over 20 people. In Ocean Pines, children were able to explore, ask questions, and look to the future at the Youth Career Fair on Saturday, January 28; nearly 70 children and adults attended the program. There was a social media comment about Jake Nail and how he continues to have a huge impact on our community. Mike Carmean hosted a "Coffee and Canvas" program for Pocomoke; the results were very impressive. Snow Hill is using the Launch Phase kits that contain self-directed early literacy activities for ages 0 – 5. Local History Librarian, Erin Pogue, continues to receive a lot of genealogy questions. She has also signed up for a course on 'Digital Stewardship' to educate herself further on how to select the best software for the library's local history collection.

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 the Spring Calendar of Events has gone to the printer. A digital copy is available online. The new book installed at the John Walter Smith Park Storywalk® is "The Blanket Where Violet Sits," by Allan Wolf. Ms. Gravenor-Stacey posted about the new Storywalk® on social media. Ms. Gravenor-Stacey and Angela Schilb from the Snow Hill Branch were judges for the Worcester County Public Schools' Media Expo, reviewing submissions in a variety of categories, including photography, digital design, coding, and CAD. Ms. Gravenor-Stacey also attended the ALA LibLearnX conference at the end of January in New Orleans. Several employees attended a First

Amendment Auditor training hosted by LGIT at the County Building on January 30. Ms. Ranck gave a brief background about first amendment audits.

OLD BUSINESS:

Pocomoke Ms. Ranck provided a project update to the County Commissioners on February 7. Two of the Commissioners requested a meeting on Monday, February 13 to discuss cost projections and size of the building. A public information session was also held on Monday, February 13 at 6 pm so the library could share renderings and floor plans and answer questions. It was well attended. Thank you to the board members who attended as well as Carol Rose and Dr. Donna Main from the Library Foundation. Other attendees included three Commissioners, the Pocomoke Mayor and City Manager, several City Councilmembers, Discovery Museum board members, among others.

Note - Ms. Briddell left the meeting at 10:19 a.m.

Hours of Operation Ms. Ranck said a full time staff member is moving to the Berlin branch beginning March 6 so the branch can open at 9 a.m. Berlin will now have five full time staff and four-part time staff. Ms. Pattera said it could be a challenge with the schedule if someone calls out, they need three people to open and to close the branch. Ms. Ranck said if that happens to please call her and she will find coverage for the branch to operate. Mr. Smith requested that Alice track how many people visit the Berlin branch from 9 to 10 a.m. for a month. Ms. Ranck said Ocean City wants to be open later in the summer months. We will ease into the new schedule starting March 6.

Mobile Outreach Van Ms. Laick, Ms. Gravenor-Stacey, and Ms. Ranck did not visit TechOps to check out the van on Friday, February 10. There was an opening to have the vehicle wrapped on Friday. They will see the vehicle tomorrow around 1 p.m. The vehicle will be branded as a "pop-up library."

NEW BUSINESS:

Maryland Library Legislative Day Ms. Ranck will meet with Senator Carozza, Delegate Hartman, and Delegate Otto on February 15. There are several bills related to library service and funding that have been filed this legislative session. Ms. Ranck talked about them and said she will send the board additional information.

Polaris Software Migration/Upgrade The Library was offline on February 13. All seemed to go well. Thank you to the all the branches for staying open during the upgrade. Ms. Ranck also mentioned the Snow Hill branch had to close at 4:30 p.m. on February 13 because there was a water main break in town.

The next board meeting will be Tuesday, March 14 at the Ocean City branch at 9:30 a.m. Ms. Tomasovic motioned to adjourn the meeting; Ms. Howard seconded. All present were in favor. The meeting adjourned at 10:45 a.m.

Amy Parker