

The Worcester County Library Board of Trustees met on Tuesday, January 10, 2017 at the Pocomoke Library. Members present were Ron Cascio, Frederick Grant, and Nancy Howard. Rosemary Keech, Vivian Pruitt, and Holly Anderson were absent.

Also present were Jennifer Ranck, Director; Karen Neville, Assistant Director; Nicole PUNCHES, Assistant Branch Manager; and Amy Parker, Business Manager.

Regular meeting was called to order by Mr. Cascio at 9:36 am. Recording device was acknowledged. Mr. Cascio welcomed Nancy Howard, new board member.

No motion to accept Minutes because there was no quorum.

Correspondence – There were three news items in the Coastal Dispatch; the first about the new Berlin Library project; the second about the ADA workstations installed in the Ocean City, Ocean Pines, and Snow Hill locations; and the third was a photo of Brittney Herz-Glenn and Nick Barnes from the Ocean City Library showing off the new 3D printer.

Financial Report – Ms. Parker reviewed expenses from December 2016. Ms. Ranck reported on the statistics; E-book circulation is increasing.

Administrative Report – A copy of the report was sent in each board member's packet to review before the meeting. Ms. Ranck reported that Michael Carmean welcomed his daughter, Makayla, on December 26, 2016. The Youth Services Team offered a total of 78 programs in December. Ms. Ranck mentioned the new quarterly meeting for the Library Foundation is January 17, 2017.

Staff Development Report - A copy of the Staff Development report was sent in each board member's packet to review before the meeting. Ms. Neville summarized recent staff development opportunities. Each branch has a new AED device. The Maryland Library Association/MLA Conference will be held in May 2017 at a new location, the Hyatt Conference Center in Cambridge. Previously, the Conference was held in Ocean City. Ms. Ranck explained how the Eastern Shore Regional Library supports its member libraries with daily delivery services of library materials, continuing education opportunities, IT support, and the Grants to Libraries program.

Old Business – A copy was sent in each board member's packet to review before the meeting. Ms. Ranck explained the Riley Fund to Ms. Howard. The 2017 request from the Riley Committee was sent to the Mayor and Council of Snow Hill and we are awaiting their approval. Ms. Ranck showed the latest floor plans and renderings of the new Berlin Library on the overhead screen. The State Capital budget for FY 18 will be released January 18, 2017.

New Business – A copy was sent in each board member's pack to review before the meeting. Ms. Ranck reported FY18 budget is due January 24, 2017. We will ask for an increase in the materials budget and to replace a part-time position in Ocean Pines with a full-time position. Ms. Ranck suggested the February 2017 board meeting be rescheduled because she

will be attending Maryland Library Legislative Day in Annapolis on February 14. An email will be sent to the board members in regards to the date change. Ms. Ranck summarized information regarding Open Meetings, reporting minutes, and the requirement to post an agenda prior to the next board meeting. Ms. Ranck, Lori Staton, Ashley Lewis, and Julie Messick will be attending a three day meeting February 21-23 in Easton. They will be learning our new shared catalog database system Polaris.

Ms. Punches reported that a family is sharing maker space technology for free. The Pocomoke branch library is focusing on growing their tween and teen programs. Ms. Punches and her co-worker have decided to do a STEM/science, technology, engineering and mathematics program together. Ms. Punches is taking an online class: Diversity in Children's Literature.

Mr. Cascio asked if those present had further comments or questions. Mr. Grant inquired about the possibility of growing the Foundation's Planned Giving program. Ms. Ranck said she would bring that up at the upcoming Foundation meeting. Mr. Cascio motioned to adjourn the meeting; Mr. Grant seconded. All present in favor. The meeting adjourned at 10:58 a.m. The next meeting date will be announced. The February 2017 meeting will be held in Snow Hill.



Amy Parker