

**BOARD OF LIBRARY TRUSTEES FOR BALTIMORE COUNTY**  
**MINUTES OF THE MEETING**  
**July 16, 2019**

A meeting of the Board of Library Trustees was held in the Wilson Room of the Administrative Offices, Tuesday, July 16, 2019. The meeting was called to order at 8:35 am by Board President Aaron Slater. Other Board members present were Jane Eickhoff, Paul Schwab, and Maureen Walsh David. Board members Yara Cheikh and Anne West attended via conference call.

Others in attendance were: Paula Miller, James Cooke, Natalie Edington, Jen Evans, Emily Gamertsfelder, Todd Krueger, Ann McElroy, Helen Rowe, Liz Sundermann.

**COMMUNICATIONS**

***Minutes***

The minutes for the June 18, 2019 meeting were approved (**Eickhoff/Schwab**).

***Correspondence***

Director Miller will be meeting with and presenting Beth McGraw-Wagner with a citation from Baltimore County for her 50 years of service. Director Miller also shared a thank you card from the group of librarians who visited Arbutus from Japan.

***Public Comments***

None.

***Upcoming Events***

A preliminary calendar of BCPL and library related events was provided to the Board.

**REPORTS**

***Director's Report (Miller)***

Director Miller shared highlights from the written Director's Report for June, 2019. The Summer Reading Program kicked off last month, but this month was the SummAR kickoff of the virtual reality story walk at Benjamin Banneker Park. Director Miller expressed her appreciation for the hard work of staff in preparing the program. Cockeysville collaborated with the Baltimore County Historical Society to support The Smithsonian Water/Way exhibit. The CASH Campaign of Maryland partnership wrapped up with a total of 1033 tax returns filed. One third of those filed were clients in the Randallstown area. Owings Mills, with funding from a grant from the American Library Association, is participating in the Inclusive Internship Initiative.

***Assistant Director (Cooke)***

The 95% drawings for the Reisterstown renovation are under review. Once approved, the project will be put out to bid. The public meeting regarding the Hereford parking lot project had good attendance. The project should begin next month and take approximately 5 months to complete. Property Management notified us that the HVAC system for the Loch Raven branch and Health Center is going to be replaced in the late fall. This project will likely necessitate a temporary closure of the branch. The Rosedale teen space is getting a small refresh thanks to funds provided by Rosedale Federal Credit Union. The Rosedale bathroom/meeting room refresh has been value engineered and is being rebid. BCPL has transitioned to the new model

for disposal of withdrawn materials. There have been a number of HVAC issues around the system handled by Property Management.

### ***Staff Reports***

#### ***Finance Report (Rowe)***

Ms. Rowe reviewed the Financial Report and noted no areas of concern.

#### ***Staff Association (McElroy)***

Ms. McElroy shared the social and charity events of the Staff Association.

#### ***Conferences (Edington)***

Staff shared experiences from the American Library Association Conference held at the end of June in Washington D.C. Todd Kruger, Collection Development, was sworn in as the President of the Young Adult Library Services division of the American Library Association. He has been on the YALSA board for 4 years. Liz Sundermann presented to ALA's Reference and User Services Association on emerging technology, and Director Miller presented with Heidi Daniels, Enoch Pratt Free Library, on the Urban Libraries Council Entrepreneurship Cohort.

#### ***Strategic Plan XI Report (Gamertsfelder)***

Ms. Gamertsfelder shared user and staff survey results with the Board. Work continues on the draft Strategic Plan XI.

### ***Board Reports***

#### ***Board Committee Assignments***

Committee assignments will be made at a later date.

## **OLD BUSINESS**

### ***FY 19 Grant Disposition Summary (Miller)***

Director Miller shared a summary of the grants applied for in FY 2019. BCPL received the majority of grants applied for and will continue to seek out opportunities for funding outside the County General Fund for both capital and user experiences.

## **NEW BUSINESS**

### ***FY 20 Board Meeting Schedule***

The Board will continue to meet on the third Tuesday of the month at 8:30 am. The meetings will be held primarily in the Wilson Room at Towson, with two branch meeting locations to be chosen based on availability.

### ***FY 20 Contracts Greater than \$50,000***

A list of vendors with whom an accumulated amount over \$50,000 will be spent over the course of FY 20 was presented to the Board for approval. The Board requested that the library be diligent in finding savings with the bid process when possible. The Board approved spending with the listed vendors (**Eickhoff/Cheikh**).

**Grants**

***Mobile Legal Vehicle***

Staff continue to work with the vendor on the customization of the vehicle.

***Maryland State Library Junior Achievement Grant (Miller)***

Director Miller requested that the Board approve BCPL's \$35,000 grant application to the Maryland State Library for "Pathways to Library Opportunities" to create a collaboration between BCPL and Junior Achievement of Central Maryland. BCPL would have a presence in JA's "Biztown", a mock town for fifth-graders, which facilitates learning about business, careers, civic life, and financial literacy. The project will showcase library resources and services, and the role of public libraries in individual and community success. BCPL would also participate in the two-day JA "Inspire" festival, and in "Biztown Day of Caring". The Board approved the grant application (**Schwab/Walsh David**).

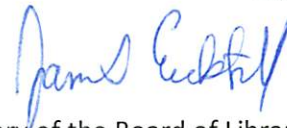
***Jerry Kline Community Impact Application (Miller)***

Director Miller shared that BCPL will be submitting for the Jerry Kline Community Impact Award from *Library Journal*. The winner will received \$250,000. The Board approved BCPL's award submission.

**ADJOURNMENT**

The meeting adjourned at 9:25 am (**Walsh-David/Schwab**).

Submitted by



Secretary of the Board of Library Trustees