

## **MISSION STATEMENT**

*The Somerset County Library System promotes learning by providing materials, services, and access to information that enrich our community and excite the imagination.*

*Explore · Learn · Dream · Become*

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## **BOARD OF SOMERSET COUNTY LIBRARY TRUSTEES**

### **REGULAR MEETING MINUTES**

**Wednesday, April 25, 2018 4:00 to 6:00 p.m.**

**Crisfield Library**

Present:; Marlena Turner, Board Vice President; Lois Outten, Board Treasurer; Heather Hurst, Board Member; Beth Holmes-Mayson, Board Member; Ed Goyda, Library Director; Kayla Hodgson, Princess Anne Branch Manager; Jaime Bradshaw, Crisfield Branch Manager; Jan Gorely, Administrative Assistant. Absent: Ann Smith, Board President, Marilyn Cottman, Board Member; Father Robert Laws, Board Member.

### **CALL MEETING TO ORDER**

Vice President Turner called the meeting to order at 4:10 p.m.

### **CONSENT AGENDA**

Approve minutes from the regular meeting of February 14, 2018

Approve financial reports for the period from July 1, 2017-February 28, 2018

Approve financial reports for the period from July 1, 2017- March 31, 2018

Vice President Turner made a motion to approve the consent agenda. Motion was seconded by Ms. Outten; the consent agenda was unanimously approved.

### **LIBRARY ADMINISTRATOR'S REPORT: Ed Goyda**

Mr. Goyda presented his Director's Report for February/March 2018.

Mr. Goyda discussed a meeting that he had with Karen Karten from the Judy Center. They talked about the possibility of partnering with them to apply for a grant from the Community Foundation of the Eastern Shore. The Judy Center is interested in possibly sharing a van with the library. Other avenues of obtaining a van were also discussed.

The BEACON Center is waiting for the go ahead from Wicomico County Library to start their Economic Impact Report for the Eastern Shore Libraries.

Mr. Goyda stated that 193 items were collected during the fine amnesty program and donated to the Seton Center in Princess Anne and Immanuel Church in Crisfield.

The One Maryland One Book selected for this year is Bloodsworth: The True Story of the First Death Row Inmate exonerated by DNA by Tim Junkin. We will be having programs in the fall relating to this book.

Mr. Goyda reported that the State Library has formed a task group to investigate opportunities to expand group licensing of electronic resources, specifically the circulation systems. While a majority of the counties are on Polaris, some of the larger counties are not. This will be a long process since most of the counties are on five year contracts at this time.

The Smith Island Family Frames project is on-going. Dr. Rehak presented work to date at the Society for Applied Anthropology Conference in April. She is running a bit behind on this project but hopes to have photos and audio presentation in May.

The School Board approved the Student Cards agreement. A promotional flyer will go home with the students with the Summer Reading announcements.

Summer Reading programs are set and work on the brochure is underway. Kick-Off block parties will be on June 23 in both branches.

Polaris fine tuning continues.

New Xerox copiers have been installed in both branches. All copiers are now identical.

Charles Cavanaugh (from the County) has a vendor who is interested in bidding on the installation of the baffling in the Crisfield meeting room. We are awaiting the bid.

Design work is underway to make changes to the Princess Anne library including enlarging the teen area, moving Maryland Room and Non-fiction collections, creating a study area and moving Fiction and Large Print to another area.

Collaboration with the Crisfield Heritage Foundation's Brown Box presentation of As You Like It continues. Plans to have Dr. Rehak present Family Frames are underway as well as hosting adult and teen acting workshops depending on Brown Box's availability.

## **Branch Highlights**

**Crisfield:** Jaime Bradshaw reported that they had their first after-hours activity for teens – Glow in the Dark Party with 73 teens in attendance. Jim Washington's Chinese cooking demonstration had 33 people in attendance. Ashley Gilson continues with community outreach. She participated in a Judy Center event at Woodson Elementary School.

**Princess Anne:** Kayla Hodgson reported that the Princess Anne branch had many successful programs the past two months. Some of the highlights include 19 people for the Soap Making Demonstration, 29 people for the Black History Months Lecture, 17 people attended the March Senior Moments program. The Adulting 101 seven week series geared for 12-18 year olds began

in March. Becky Pratte has been working with Head Start and attended a Childhood Roundtable & Kindergarten Readiness Symposium. Gabe is still visiting the nursing home. We will have a table at the Princess Anne Street Fest on May 5.

Selection of Auditor

### **GOVERNANCE:**

Approve Auditor Selection – TGM Group, LLC

In accordance with COMAR 13.A.05.04.07B, the director of the county public library shall submit to the State Librarian for approval by May 1<sup>st</sup> of the fiscal year to be audited, the name of the audit firm who will be performing the audit. Mr. Goyda recommends that the firm TGM Group, LLC be approved for the audit.

Vice President Turner made the motion that TGM Group, LLC name be sent to the State Librarian as the auditors for this fiscal year. Motion was seconded by Ms. Hurst, motion was unanimously approved.

Strategic Plan: Surveys & Committee Memberships

Mr. Goyda reported that all of the strategic plan committees have been meeting. One committee will be holding their final meeting next week. He recommended that all the committees meet in Crisfield on Wednesday, May 23 at 5:30 PM. The board approved.

### **Personnel**

Mr. Goyda reported that there had not been any interviews with candidates for the two Library Assistants. Four interviews will be taking place on May 1<sup>st</sup> in Crisfield.

He also stated that he will be shifting people around next month between the branches.

### **Adjourn**

Ms. Beth Holmes-Mayson made a motion to adjourn the meeting. Vice President Turner seconded the motion, motion was unanimously approved. The meeting was adjourned at 4:33 PM.

Respectfully submitted,  
Jan Gorely  
Administrative Assistant/Bookkeeper