

Allegany County Library Board of Trustees

Regular Meeting

January 8, 2019

South Cumberland Library– 4:00 p.m.

PRESENT:

Deb Hendrickson, Tom Finan, John Persons, Terry Michels, and John Taube.

The meeting was called to order by Deb Hendrickson.

A motion to accept the minutes of the regular meeting of the November 13, 2018 meeting was made by Tom Finan seconded by John Persons and was approved.

- Review of Usage Statistics
- Review of Income & Expense Report for November and December 2018.
- Review of Special Accounts

A motion to accept both the statistical report and the financial reports of November and December 2018 was made by Terry Michels seconded by Deb Hendrickson and was accepted.

NEW BUSINESS

Gift from the Eleanor Rice Estate

The estate of Eleanor Rice has left the library system \$25,000. John Taube recommended that the Board deposit the funds in the Knipple Special Account. This would be in line with our ongoing plans to replenish that account. A motion to deposit the gift into our Knipple Account was made by John Persons, seconded by Terry Michels and was approved by the Board.

WMRL Special Projects Grant Application

At the November 19, 2018 WMRL Advisory Board meeting, we decided to spend down a portion of WMRL's Unrestricted Surplus funds. ACLS requested funding for 9 projects totaling \$81,032. All the projects are one time expenses and enhance our capacity to serve our library users.

Three Phase Monitoring/Lockout at Washington Street Library	\$6,475
Public Computer Workstation Replacement	\$5,425
Staff Computer Workstation Replacement	\$1,750

Repaint Frostburg Library Interior	\$9,134
Repaint George's Creek Regional Library Exterior elements	\$10,080
Replace the Delivery van (with side door and rear glass)	\$23,168
Delivery van Shelving	\$2,800
Water Fountain/Bottle filter replacement	\$2,000
Collection Enhancements	\$16,000
Tableau Enhancements	\$4,200
Total	\$81,032

UNFINISHED BUSINESS

Update on Monitoring our Progress on Reaching ACLS Goals

John Taube reported that he thought that we have put many of the pieces in place to allow us to reach our goal of attracting new users to the library every day. To track our progress, we have created reports in the areas of circulation, visits, and program attendance. John reviewed the reports with the Board and spoke about how they can be used. These reports will be reviewed each month.

PUBLIC COMMENT

ANNOUNCEMENTS and UPDATES

Our Adventure Kits are being distributed to childcare centers around the county.

The County United Way in partnership with the Dolly Parton Imagination Library of Allegany County provides a Imagination Library application to every new parent at WMHS. They have agreed to also include an application for an ACLS First Card.

The Taste of Civility Event on December 18, 2018 was a huge success. We had over 120 participants and a dozen people offered their talents to the event.

Lindsay Lindsay has joined the library system as a Program Specialist 2. In this role she will be responsible for increasing the number of adult programs at all libraries. She started in early December and has been busy laying the groundwork for a great 2019!

Laura Shelton, Service Specialist at the Frostburg Library graduated from the Library Associates Training Institute (LATI) program on December 19, 2018.

Courtney McKay will be the new Service Specialist at South Cumberland Library. Courtney is an avid library user at the Washington Street Library and some of you may remember her from the yoga programming she has done for us in the past. Courtney has been the Museum Manager at the Allegany Museum for the past few years and has considerable experience working with the public in her other past positions and in the many volunteer roles she has held in the community. Courtney has a Bachelor's degree in Art Business and her background in art will serve her well when planning displays for the library.

Molly Nelson will be new Service Specialist as well, splitting her time primarily between the LaVale and South Cumberland libraries. Molly is a recent graduate of Frostburg State University, having gone back to school after 12 years in the hospitality industry. She has her Bachelor's degree in Foreign Language and Literature and also earned two Associates Degrees from Allegany College and Potomac State in General Studies and Hospitality and Tourism. She has been a Circulation Desk Student Aide at the Lewis J. Ort Library since 2017 and has greatly enjoyed her work there.

Matthew Bieniek will be a new part-time Service Specialist for the Library System. Matthew is a familiar face at the Washington Street Library and an aficionado of libraries in general. He most recently worked as a reporter for the Cumberland Times News for 8 years. He worked with many in the community as the County Government Reporter. He earned his Juris Doctorate from West Virginia University and his Bachelor's in History from the College of Wooster, where he worked at the Andrews Library as a student.

All three new staff will be starting their orientation on Monday, January 7th. We are very pleased to have them join the Library System.

UPCOMING PROGRAMS

Next Board Meeting is Tuesday, February 12, 2019 at 4PM at the Washington Street Library.