

Allegany County Library Board of Trustees

Regular Meeting

March 12, 2019

La Vale Library– 4:00 p.m.

PRESENT:

Bill Devlin, Deb Hendrickson, Stephanie Marchbank, John Persons, Jason Willetts, and John Taube.

The meeting was called to order by Bill Devlin.

A motion to accept the minutes of the regular meeting of the January 8, 2019 meeting was made by John Persons seconded by Jason Willetts and was approved.

- Review of Usage Statistics
- Review of Income & Expense Report for the months of January and February 2019
- Review of Special Accounts

A motion to accept both the statistical report and the financial reports of January and February 2019 was made by Deb Hendrickson seconded by Stephanie Marchbank and was accepted.

NEW BUSINESS

Introduction to Savannah Messaging

John Taube reported that ACLS has started using a product called Savannah to report customer insights in real-time. In other words, who are ACLS users, what do they use, and where they use it. We also use Savannah to create targeted email communications for each user group to maintain and inform our relationship. Ashley Swinford, ACLS Online Services Coordinator provided an overview and demonstration of the product. John Taube reported that we have just over 3 months of data loaded and we are beginning to see patterns and Ashley is starting to roll out targeted emails to retain users and encourage inactive users to visit the library again.

FY 2020 Capital Improvement submissions

John Taube reported that Library Administration had submitted five projects in the Allegany County FY 2020 Capital Improvement Program. The project dates reflect the current capital priorities of the library system. All projects request the ten percent (10%) contribution from County sources in accordance with the Maryland Library Capital Funding Program.

Project	Year	County Share	State Share	Total
La Vale Library Expansion/Renovation - A&E	FY2020	\$40,000	\$360,000	\$400,000
La Vale Library Expansion/Renovation - Construction	FY2021	\$200,000	\$1,800,000	\$2,000,000
La Vale Library Expansion/Renovation - Construction	FY2022	\$200,000	\$1,800,000	\$2,000,000
Frostburg Library Roof replacement and heated sidewalk	FY 2023	\$15,000	\$135,000	\$150,000
Westernport Library HVAC Replacement	FY 2023	\$5000	\$45,000	\$50,000
Washington Street Library Roof Replacement on Addition side	FY 2023	\$15,000	\$135,000	\$150,000

FY 2020 Proposed Operating Budget

John Taube and the Board reviewed the draft proposed operating budget for FY 2020. The draft proposed operating budget requests \$1,047,000 from Allegany County or an additional \$90,000. The additional funding is being requested in a variety of budget areas to maintain the library’s capacity to fulfill its mission. Specific increases include: closing the wage gap revealed in the 2017 Salary Survey, staff COLA for the first time since 2015, increases in the costs of health insurance, and an increase in the collections budget which has not increased since 2008.

John also reviewed the budget presentation to the County Commissioners that was scheduled for Thursday March 14, 2019. John Persons moved to approve the draft proposed operating budget for FY 2020, the motion was seconded by Stephanie Marchbank and was approved by the Board.

UNFINISHED BUSINESS

Update on Monitoring our Progress on Reaching ACLS Goals

John Taube reviewed the reports of library visits, check outs and attendance at library events with the Board. John attributed the slight decrease in library visits in February to the bad weather, but noted that we are coming out of our slowest period. Circulation was also affected by the drop in visits in February. John noted that attendance at adult programs in libraries was significantly up in February.

PUBLIC COMMENT

Mr. Jeff Davis of Swanton, Maryland asked the Library Board of Trustees to deny any future request by the Cumberland Historic Cemetery Organization (CHCO) to install a display in any Allegany County Library System facility. Mr. Davis cited “white supremacist viewpoints” on the CHCO website as the reason for denying future display requests.

Library Executive Director John Taube stated that to his knowledge that no displays from CHCO are planned in the future and no agreement had been made to another CHCO display.

The Board of Trustees asked John Taube to review current Bulletin Board and Display policies to ensure that they contribute to creating a welcoming environment for all users and potential users. The Board also asked John to review other Maryland Public Library display policies for reference so that we can ensure the policies in place represent the Board’s views.

If in the event that CHCO requests display space while the Board is reviewing this matter, they asked John Taube to collect and share the display materials with them. John was also asked to present his findings and recommendations at the next Board meeting.

ANNOUNCEMENTS and UPDATES

\$360,000 in funding for architectural and engineering work for the expansion and renovation of the La Vale Library was included in the Governor’s FY 2020 Capital Budget.

The County is seeking grant funding to restore the stone walls surrounding the Washington Street Library and pay for the work on restoring the pediment

UPCOMING PROGRAMS

Next Board Meeting is Tuesday, April 9, 2019 at 4PM at the South Cumberland Library.