

Allegany County Library Board of Trustees

Regular Meeting

June 20, 2023

4:00 p.m.

Frostburg Library

PRESENT:

Deb Hendrickson, Renee Kniseley, Juli McCoy, Bill Bingman, Gary Leasure, and John Taube.

Library Leadership Team: Lisa McKenney, Andrea Everett, Ashley Swinford, Ali Cline, Shea Morse

The meeting was called to order by Deb Hendrickson.

A motion to accept the minutes of the regular meeting on May 9, 2023 was made by Bill Bingman seconded by Juli McCoy and was approved. (Note: Renee Kniseley was not yet present for this vote.)

A motion to accept both the statistical report and the financial reports of May 2023 was made by Gary Leasure seconded by Bill Bingman and was accepted.

NEW BUSINESS

FY2024 Operating Budget - Adoption

John and the Board reviewed the wage scale, the estimates of health insurance costs, the changes to the budget since our May meeting review, and the operating budget for FY2024.

The highlights of the operating budget include:

- All staff will receive wage increases of between 6 and 13% effective July 1, 2023.
- Frostburg, LaVale, South, and WSL each get a 21 hour/week part time staff
- GCRL, and Westernport each get a 14 hour/week part time staff
- Service Leaders will serve as the “point person” for branch generated programs. Redistribute numerous routine event related duties **back** to the Service Leaders.
- Use \$35,000 in fund balance (FY2022 Carry Over)

A motion to adopt the FY2024 operating budget as presented was made by Bill Bingman, seconded by Gary Leasure and was approved by the Board.

John indicated that at our August meeting, the Board will receive the recommendation for the allocation of annual bonuses.

Election of Board officers for FY2024

John mentioned that with Terry's term ending on June 30, 2023, we will need to select a new chair for the Board for the upcoming fiscal year. Deb mentioned that she would like to remain Treasurer and Bill mentioned that he had previously served as chair and would like to remain in the role of Secretary. After discussion, the Board nominated Sue Rudd for the position of Chair and asked John to contact her with the offer. The vote on the slate of officers would take place at our August meeting.

Resource Managers in the Library

Shea presented our new partnership with the Department of Social Services (DSS) to expand access to resources for families and individuals in our communities. We will host 2 DSS Resource Managers once a week at Westernport and South Cumberland Libraries starting the 2nd week in July 2023. The Resource Managers will offer assistance in the areas of Food Assistance (SNAP/ "Food Stamps") Application Support, Cash Assistance Application Support, Medicaid Application Support, Referrals to food pantry, Referrals to In Home Services, Processing benefits, and Transportation Resources. Shea mentioned that we hope this partnership will expand to more library branches as it gets established.

UNFINISHED BUSINESS

Selections of candidates to fill the upcoming Board vacancy

The interview subcommittee (Juli, Renee, and John) recommended that the Board nominate Ms. Veronica Cosby and Dr. Artie Lee Travis as candidates to fill the upcoming Board vacancy. Bill Bingman moved to accept the recommendation, the motion was seconded by Renee Kniseley and was approved by the Board. John will forward the recommendations to the County Commissioners.

Leadership Team Updates

- Director of Administrative Services
- Director of Human Resources
- Director of Outreach and Marketing
- Coordinator of Events and Programs
- Coordinator of Branch Services

PUBLIC COMMENT

ANNOUNCEMENTS and UPDATES

Branch Monthly Reports for May 2023 were sent via email.

The grant application for our joint project with the Arts Council to install public art and shading at the LaVale Library has been approved for funding from the Maryland State Arts Council.

The awning has been installed on the events van.

The FY2024 schedule of Board meetings was distributed.

John notified the Board that since the 4th of July holiday falls on a Tuesday this year, that the branches will be closing early at 5PM on Monday July 3, 2023 instead of their usual Monday schedule of 8PM.

UPCOMING PROGRAMS

Next Board Meeting is scheduled for Tuesday, August 8, 2023 at 4PM at the LaVale Library.