

Allegany County Library Board of Trustees

Regular Meeting

January 16, 2024

4:00 p.m.

LaVale Library

PRESENT:

Deb Hendrickson, Renee Kniseley, Juli McCoy, Bill Bingman, Sue Rudd, Gary Leasure, Artie Lee Travis and John Taube.

Library Leadership Team: Lisa McKenney, Ashley Swinford, Shea Morse. Andrea Everett and Ali Cline joined via Zoom

The meeting was called to order by Renee Kniseley.

A motion to accept the minutes of the regular meeting on November 14, 2023 was made by Bill Bingman seconded by Gary Leasure and was approved.

A motion to accept both the statistical report and the financial reports of November and December 2023 was made by Deb Hendrickson seconded by Juli McCoy and was accepted.

Statement regarding the Closed Board Session held after the November 2023 meeting.

John Taube and Renee Kniseley read a statement describing the contents of the closed meeting.

NEW BUSINESS

Preliminary FY2025 Operating Budget Considerations Discussion

John outlined two of our core funding needs for FY2025.

- Funding for a 4% wage increase. (\$57,000 increase)
- Funding for the implementation of the Maryland Time to Care Act/Paid Family and Medical Leave Insurance Program.
 - We have estimated needing a minimum of an additional \$10,000 to implement our share of the Maryland Time to Care Act. One way to describe the Time to Care Act is a statewide benefit pool (wages) for employees when they take unpaid leave from employers. All Maryland employers with more than 1 employee must have a plan in place to make contributions to the benefit pool by October 1, 2024. ACLS has joined the MACO/MABE/MML Collaborative to take advantage of the expected lower premium rates to fulfill our obligations to contribute to the Maryland Time to Care Act/Paid Family and Medical Leave Insurance Program.

John then let the Board know that the Leadership Team is also considering these items and will bring recommendations to the February Board meeting. .

- Adding a 4th Program Specialist position to keep up with branch and system programs and events. (\$36,000)
- Increasing the collection budget to keep up with demand. (\$10,000)
- Funding to draft a new strategic plan (\$20,000)
- Funds to install a power stabilization system at the LaVale Library. (\$50,000)
- Funds to pilot a home delivery service
- Funds to purchase a passenger vehicle for the Programming and events department. (\$30,000)

Board meeting conflict

The Maryland Library Legislative Reception in Annapolis is scheduled for February 13, 2024. This conflicts with our regularly scheduled Board meeting. John will poll the Board members for their availability on February 20, 2024?

UNFINISHED BUSINESS

Library matters for the 2024 General Assembly Session

We anticipate that the majority of legislator's energies will be spent on the budget and revenues. The pressure throughout the state to fund Blueprint, Governor Moore's cut to the transportation budget and its impact on local revenues, the end of ARPA and other federal grants, have both sides concerned and talking tax increases and budget cuts, respectively.

We have three legislative focus areas in the upcoming session. The first is in support of continued periodic increases in funding for the State Library Resource Center. The second goal is to monitor and shape any statewide collective bargaining enabling legislation. The third goal is to support a Freedom to Read bill.

(Note: Gary Leasure left the meeting)

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 November 2023 were sent via email.

LED Light bulb replacements have been completed at Westernport, Washington Street Georges Creek and Frostburg libraries. All six library locations now use energy saving LED bulbs.

The children's shelving and activity areas have been rearranged at the Frostburg Library.

Additional Children's shelving has been added to the South Cumberland Library.

Ceiling Tiles have been replaced in the adult side of the first floor of Washington Street Library.

Jason has replaced and upgraded all public computers at Washington Street Library using the remaining funds from our CDBG grant. South's will also be replaced by the end of the month using the same funds.

Work is scheduled to begin on replacing the HVAC system at George's Creek Regional Library any day now as soon as parts are received.

All branches will add printing from personal laptops, phones, and tablets to their service offerings starting February 1, 2024. The cost of black and white printing will increase from 20 cents a sheet to 25 cents a sheet. There will be no change in the cost to print in color.

Our FY2023 Financial Audit is expected to be presented to the Board at our February meeting. Huber Michaels has notified us that they will not be able to conduct our audit next year.

Next Board Meeting is tentatively scheduled for Tuesday, February 13, 2024 at 4PM at the George's Creek Regional Library.