

HCLS Board of Trustees Meeting Minutes

March 16, 2016 ♦ 7 pm
HCLS Savage Branch + STEM Education Center

Board members present were: Andy Dalal, Chair; Tom Munns, Vice Chair; Treasurer, Louise Riemer; Richard Alexander; Stacie Hunt; Anne Markus; and Bruce Rothschild. Also present were Steve Lewicky, Counsel to the Board, and staff members/citizens Angela Brade, Stacey Fields, Cari Gast, Ann Gilligan, Valerie Gross, Patricia Henlon, Michele Hunter, Christie Lassen, Suki Lee, Diane Li, Phil Lord, Tanya Malveaux, Mike Riemer, Stephanie Shane, Susan Stonesifer, Kelli Shimabukuro, and Ron Wilson.

Mr. Dalal called the meeting to order at 7:06 pm, welcoming everyone. The Board unanimously approved the January 20, 2016 Board meeting minutes.

I summarized recent meetings with the County Executive regarding HCLS' proposed FY 17 Operating and Capital Budgets, thanking Mr. Munns for attending the work session and Mr. Dalal for testifying at the hearing, and noting that various cuts to our Operating Budget request would likely need to be made. I referenced the handout in the Board packet containing HCLS strategic goals and measures that was prepared in response to a County request for HCLS to comply with TrackHoward requirements and be part of the County's final budget book, emphasizing that the goals are drawn from *Vision 2020*, HCLS' strategic plan.

As to HCLS' proposed FY17 Capital Budget, I explained that it was received well by the County Executive, including our funding request for East Columbia and Elkridge Branch temporary sites during construction, although it appears as though the feasibility study for a Southwest Branch would most likely be delayed, and the new Systemic Renovations line item reduced.

Ms. Gilligan explained that while the new automated renewal feature has been a big hit with customers, the convenience has resulted in a substantial reduction to HCLS revenue due to fewer overdue fines. She outlined our plans to recoup some of this loss, including 1) extending passport hours during the week opening at 1 pm instead of 3 pm; 2) expanding photo taking services to all branches; and 3) proctoring exams at all branches. She noted that all these ideas would be relatively easy to implement as the infrastructure and/or training is already in place.

The Board unanimously approved the FY17 HCLS Closings and Board Meetings with the caveat that some of the Board meetings would take place at branches other than the Administrative Branch. They further unanimously approved the proposed edit to Supplement 3 of the *HCLS Board of Trustees Policies*, along with the Nominating Committee for FY17 Officers.

Ms. Brade summarized the progress on the current capital budgets, noting that: (a) the groundbreaking ceremony for the new Elkridge Branch is scheduled for May 16 at 2:30 pm with the existing branch closing from June 1 to winter 2017; (b) discussion is underway with Howard County Public School System to install modular units in an empty parking lot at Elkridge Landing Middle School; (c) the East Columbia Branch will close for renovations on or about August 1 and that work is underway for an interim location in the Branch's parking lot; and (d) the Central Branch will close April 1 for renovations, and will reopen in July. Discussion ensued on whether a different branch could be open on Sundays this summer since Central is typically open and will be closed. Ms. Gilligan explained that summer Sundays at the Miller Branch (our busiest Sunday location) will be provided as usual, while a second

location is being considered. Ms. Brade announced that we are in discussions with the County to use the empty Safeway store at the Long Reach shopping center for storage.

Ms. Shimabukuro described two new A+ Partners in Education initiatives underway: 1) issue an all-in-one HCPSS student ID/HCLS library card, which has preliminary support from HCPSS leadership; and 2) building off Dogs Educating and Assisting Readers, implement an initiative where students would serve as “Hi Ambassadors” and read to dogs at animal shelters (inspired by a Missouri effort as shown in a video), and possibly to seniors—which could also tie into the Choose Civility initiative.

Ms. Jessing summarized the upcoming After Hours Recess for Grown Ups at the Miller Branch, describing the event’s components, including games like Pictionary and Hide and Seek.

Highlights from my report included Evening in the Stacks, the Cal Ripken event, “Say Hi” Campaign, HCLS Spelling Bee and BumbleBee, Battle of the Books, children’s classes, most popular titles, Choose Civility, the Enchanted Garden, adult classes, passport stories, Professional Development Day, social media statistics, and recent publicity and presentations,

Ms. Lassen described the idea for next year’s Choose Civility initiative on November 5: a Hackathon in partnership with the HoCo Tech Council. I summarized recent conversations with the Howard Hughes Corporation regarding a new HCLS Central Branch & Business/Arts Education Center as part of the Downtown Columbia’s redevelopment, now envisioned as part of the “Crescent” at the corner of Hickory Ridge Road and Broken Land Parkway.

The Board reviewed the financial and statistical reports, along with other packet items, including *HCLS in the News*.

Mr. Dalal thanked everyone for attending, adjourning the meeting at 8:23 pm, which was unanimously approved.

The next regular Board meeting is scheduled for 7 pm on **Wednesday, June 15, 2016** at the Administrative Branch.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Valerie J. Gross".

Valerie J. Gross
President & CEO