

HCLS Board of Trustees Meeting Minutes

November 18, 2015 ♦ 7 pm
HCLS Administrative Branch

Board members present were: Andy Dalal, Chair; Tom Munns, Vice Chair; Treasurer, Louise Riemer; Richard Alexander; and Stacie Hunt. Also present were Steve Lewicky, Counsel to the Board, and staff members/citizens Angela Brade, Mary Brosenne, Stacey Fields, Ann Gilligan, Valerie Gross, Nina Krzysko, Christie Lassen, Suki Lee, Tanya Malveaux, Stephanie Shane, Susan Stonesifer, and Ron Wilson.

Mr. Dalal called the meeting to order at 7:08 pm, welcoming everyone. Prior to proceeding with the agenda, he shared health news regarding absent Board member Bruce Rothschild. The Board enthusiastically agreed to send Mr. Rothschild flowers along with wishes for a speedy recovery.

The Board unanimously approved the September 16, 2015 Board meeting general and executive session minutes, as well as Supplements 2 and 3 of the *HCLS Board of Trustees Policies*, with the former being proposed with no changes and the latter calling for the addition of “tote bags” to the list of items enumerated in the maximum fine section.

Incorporating discussions with County Budget Office personnel, I highlighted a proposed FY 17 “maintenance” Operating Budget that calls for (a) an increase to Object 1, including merit increases and a COLA for staff as well as funds to restore the 6.5 positions held open in FY 16; and (b) minimal increases to Objects 2 through 5 to cover police staffing at the East Columbia Branch, publisher increases for FY 16 and FY 17, professional development, and the replacement of worn furniture.

I addressed additional critical needs, including (1) an HCLS Project Literacy instructor due to the Central Branch renovation tripling the available space for the heavily wait-listed adult basic education initiative; (2) a teen instructor at our Savage Branch for after-school activities, and (3) an adult HiTech instructor to account for increased demand in STEM instruction for adults; and (4) partial restoration of lost purchasing power in curriculum materials (Mr. Wilson explained that HCLS has lost \$1 million in purchasing power since 2008).

The results of a potential three percent reduction to the “maintenance” budget as requested by the County were next discussed, including closing all branches on Sunday from April to August, eliminating selected children’s classes, reducing the COLA increment, reducing curriculum materials, cutting on-call staffing, and limiting enrollment in Battle of the Books.

The Board unanimously approved the proposed revision to the FY 17 Capital Budget, which, in response to County feedback, allocates portions of systemic renovations to future fiscal years. Ms. Brade detailed the timeline for renovations at the Glenwood, East Columbia and Miller Branches to cover security concerns, roof repairs, and carpet and furniture replacement.

Ms. Lassen summarized this year’s theme for Evening in the Stacks, a Black-Eyed Susan Ball, celebrating everything Maryland, including featured cookbook author John Shields. She also showcased the newly formatted *source*.

Highlights from my report included Celebrate 75, the HCLS Chapters-of-Our-Lives Time Capsule, online homework assistance, HCLS Spelling Bee, Battle of the Books, Rube Goldberg Challenge, East Columbia Branch

Homework Club, children's classes, Choose Civility Symposium/Youth Empowerment Summit, tote bags, most popular titles, Enchanted Garden, adult classes, Western Europe Culture Fest, passport news, Professional Development Day, social media statistics, and recent publicity and workshops.

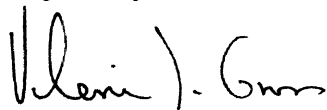
Ms. Brade related the progress on capital projects underway, noting the staggered timing of the East Columbia and Central Branch closures to maximize customer convenience. She noted that the Elkridge Branch project is on track, with schematic design completed, and construction slated to start July 2016 with a grand opening in January 2018.

The Board reviewed the financial, statistical, and miscellaneous Board packet items, including *HCLS in the News*, a Celebrate 75 program, the FY 2015 audit, and the latest issue of *source*.

Mr. Dalal thanked everyone for attending, adjourning the meeting at 8:34 pm, which was unanimously approved.

The next regular Board meeting is scheduled for 7 pm on **Wednesday, January 20, 2016** at the Administrative Branch (snow date January 27, 2016).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Valerie J. Gross". The signature is fluid and cursive, with the first name "Valerie" being more prominent than the last name "Gross".

Valerie J. Gross
President & CEO