

HCLS Board of Trustees Meeting Minutes

November 19, 2014 ♦ 7 pm
HCLS Savage Branch & STEM Education Center

Board members present were: Bruce Rothschild, Chair; Andy Dalal, Vice Chair; Treasurer, Tom Munns; Richard Alexander; Stacie Hunt; Anne Markus; and Louise Riemer. Also present were Charles Broida, Counsel to the Board, and staff members/citizens Angela Brade, Stacey Fields, Ann Gilligan, Valerie Gross, Nina Krzysko, Suki Lee, Diane Li, Tanya Malveaux, Stephanie Shane, Susan Stonesifer, and Ron Wilson.

Mr. Rothschild called the meeting to order at 7:20 pm, welcoming everyone. The Board unanimously approved the October 15, 2014 Board meeting minutes, as well as Supplement 2 of the *HCLS Board of Trustees Policies* that was proposed with no changes.

The Board reviewed the FY 16 Operating Budget draft, beginning with revenue, which is projected to be slightly higher from the Maryland State Department of Education. The expenditure increases were discussed, including: (a) merit increases for staff; (b) four new positions (HCLS Project Literacy, Signature Events, Children's and Teens Instruction, HiTech Instruction for Adults); (c) a COLA for FY 16; (d) an increase in Books & Materials (to address publisher increases, restore prior cuts, continue Battle of the Books, and supplement supplies for classes and HiTech); (e) an increase to Professional Development to continue rebuilding the investment in staff education; and (f) an additional amount in Object 5 to replace outdated computers and worn furniture. Highlighting the additional telephone costs in Object 2, I explained that the County requested that this expense be transferred from its budget to ours.

In response to a question related to support for budget increases, Mr. Rothschild referenced the recent *Washington Post* article summarizing *Library Journal's* recent survey of the nation's libraries that again (1) assigned HCLS the highest possible five-star rating for delivering the very best in public education for all, and (2) ranked HCLS as one of the *top five most cost-effective operations* in the country.

The Board discussed the year's strategic planning schedule, to include the updating of our *Facilities Assessment & Master Plan* (2004) ("Master Plan") and *Strategic Plan* (2010-2015). I noted that the Community Leadership Breakfast, to which the entire HCLS Board is invited, is tentatively scheduled for January 13, 2015 at the HCLS Miller Branch. Ms. Brade recounted the vendor solicitation process for the Master Plan, explaining that three vendors were approached, of which Godfrey's Associates was determined to offer the most comprehensive and cost-effective solution. The Board unanimously approved the selection of Godfrey's Associates to conduct and deliver a new HCLS Master Plan.

Highlights from my report included HCLS' Salute to Veterans, Battle of the Books, Rube Goldberg Challenge, HiTech Symposium, Enchanted Garden calendar, Scott Stossel and Brigid Shulte author event, Cow Appreciation Day, Evening in the Stacks, 75th diamond anniversary celebration projects, and an invitation to the White House. Ms. Lee and Ms. Malveaux related interesting passport stories at their respective branches. Ms. Brade reported that the design process for the new HCLS Elkridge Branch & DIY Education Center continues, and that the revised completion date of the new HCLS Administrative Branch is slated for February 13, 2015.

The Board reviewed the financial and statistical reports, and miscellaneous Board packet items, including the Recipe Collection Sheet for the commemorative cookbook.

Mr. Rothschild thanked everyone for attending, adjourning the meeting at 8:00 pm.

The next regular Board meeting is scheduled for 7 pm on **Wednesday, January 21** at the East Columbia Branch (snow date, January 28).

Respectfully submitted,

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

Valerie J. Gross
President & CEO