

HCLS Board of Trustees Meeting Minutes

January 18, 2017 ♦ 7:30 pm
HCLS Administrative Branch

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

Mr. Munns called the meeting to order at 7:31 pm, welcoming everyone. The Board unanimously approved the November 16, 2016 Board meeting minutes.

Reviewing the FY 18 Expenditure Increases memo, I presented our proposed FY 18 Operating Budget, which contained allocations for increases to (a) Object 1, including merit increases and a COLA for staff, 6.5 new positions to adequately staff the new HCLS Elkridge Branch + DIY Education Center and HCLS Project Literacy, and medical plan increases; (b) Object 2, to cover insurance increases; (c) Object 3, for publisher increases and a partial restoration of lost curriculum purchasing power; (d) Object 4, to cover vendor price increases; and (e) Object 5, for the replacement of furniture and equipment and the acquisition of security cameras for the East Columbia Branch. Discussion included the 7.49% and 1.67% increases to Howard County and MSDE funding, respectively. The Board unanimously approved the FY 18 Operating Budget as presented.

The Board then unanimously approved the reinstatement of Grade 7 to the HCLS Salary Schedule.

Ms. Brade summarized capital projects underway, noting that finishing touches continue on the Central Branch, including adding solid areas of carpet and photos plus artwork to the walls. She offered to look into updating or removing the branch's outside signage. She praised the East Columbia Branch staff for their efforts in breaking down the East Columbia Branch prior to its closing. She reported that (1) the East Columbia Express Branch is up and running, complete with two classrooms, display materials, and expanded passport hours; (2) construction on the East Columbia Branch is expected to conclude in the fall of 2017; and (3) work on the Elkridge Branch progresses, with the footers in and the slab poured.

Ms. Shane outlined the applications received for the upcoming HCLS Board of Trustees vacancy representing County Council District 2. It was agreed that the Interview Committee, composed of Mr. Munns, Ms. Riemer, Mr. Alexander, and Mr. Dalal, along with Ms. Brade and me, would review the applications and submit their recommendations to Mr. Munns, and that interviews would be held February 15 and 16 as set forth in the timeline.

Referencing the invitations and talking points in Board packets, I noted that the Legislative Reception in Annapolis is scheduled for February 14. I explained that, to maximize the success of a bill that has been introduced to establish a separate governing entity for Maryland's libraries, the Maryland State Library Board, this year's reception's theme is "Libraries = Education."

The Board discussed the Pizza Celebration for staff, rescheduled to February 13, to provide Board and Leadership Team members the opportunity to visit with and thank HCLS staff members throughout the system.

Highlights from my report included the Mannequin Challenge, Holiday Fun at the Savage Branch, Ukulele Curriculum, systemwide Homework Centers, Brainfuse, Battle of the Books, Rube Goldberg Challenge, most popular titles, Choose Civility, Friends of HCLS, passport news, County Executive Public Hearing, Professional

Development Day, HCLSi migration to HCLSu, Hi logo revision, HiJinx podcast, social media statistics, visibility of note, and customer comments.

Ms. Lassen presented Choose Civility initiatives, including a Restorative Circles component in partnership with HCC, and the Human Library Project. She then distributed materials for this year's Evening in the Stacks – *An International Affair* – set for Saturday, February 27.

I mentioned that we are exploring a Book Festival opportunity with the Downtown Columbia Partnership to host the Summer Reading Kickoff in the Symphony Woods area.

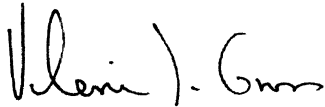
The Board reviewed the financial and statistical reports. Miscellaneous Board packet items were noted, including the FY 17 events calendar, HCLS Central Branch brochure, and *HCLS in the News*.

Ms. Hunt shared that Howard Hughes anticipates a five-to-seven-year time frame for the construction of a new downtown HCLS Central Branch & Business/Arts Education Center as part of the Downtown Columbia redevelopment. I conveyed that a specific location has not yet been determined, and that, while the recently approved TIF (tax increment funding) for the Downtown Columbia redevelopment will not apply to this project, the Housing Commission plans to issue bonds for the construction separate from the County's capital budget process that could also include the branch, and that other funding sources could include the regular capital budget, as well as a new reserve fund that is restricted for certain uses, including "educational and cultural facilities." Discussion regarding the renovations to the existing branch included (1) the project was scaled back considerably in light of the new branch we expect a decade out, (2) the most costly segments involved systemic failures requiring immediate repairs (e.g., HVAC units, roof leaks), and (3) the elements that will be moved to the new venue (e.g., new shelving).

Mr. Munns thanked everyone for attending, adjourning the meeting at 8:52 pm, which was unanimously approved to reconvene in Executive Session pursuant to §10-508 of the State Government Article, Annotated Code of Maryland in order to discuss personnel matters.

The next regular Board meeting is scheduled for 7 pm on **Wed., March 15, 2017** at the Administrative Branch.

Respectfully submitted,

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

Valerie J. Gross
President & CEO