

## HCLS Board of Trustees Meeting Minutes

March 18, 2015 ♦ 7 pm  
HCLS Central Branch

Board members present were: Bruce Rothschild, Chair; Andy Dalal, Vice Chair; Tom Munns, Treasurer; Richard Alexander; Stacie Hunt; Anne Markus; and Louise Riemer. Also present were staff members/citizens Reg Avery, Angela Brade, Jonathan Branch, Stacey Fields, Cari Gast, Ann Gilligan, Valerie Gross, Edward Herbert, Alli Jessing, Holly Johnson, Cindy Jones, Christie Lassen, Suki Lee, Diane Li, Phil Lord, Tanya Malveaux, John McNiff, Howard Mooney, Emma Ostendorp, Wanda Riddle, Stephanie Shane, Susan Stonesifer, and Ron Wilson.

Mr. Rothschild called the meeting to order at 7:05 pm, welcoming everyone. He saluted the members of the Howard County Commission on Veterans and Military Families in attendance, who then introduced themselves. The Commission's Co-Chair, Howard Mooney, explained that the organization was donating four American flags to be displayed at HCLS branches in gratitude for the use of HCLS meeting rooms. The Board thanked the Commission for its donation. Following a recitation of the pledge of allegiance, the group posed for photos. Learning that the Miller Branch already has a flag, the Board expressed a desire to purchase an additional flag identical to the four just donated so that all six branches could be equipped with a flag.

The Board unanimously approved the January 28, 2015 Board meeting minutes.

The Board discussed the County Executive's recent communication that our FY 16 County funding will need to remain at FY 15 levels due to the County's ongoing budget deficits. Mr. Wilson presented our proposed revised FY 16 Operating Budget reflecting this news. He noted that the \$101,000 increase in County funding was actually a transfer of costs from the County's budget to HCLS' for already existing telephone charges. Reviewing each line item, Mr. Wilson explained our recommendation to still provide merit increases for staff members, emphasizing that the increase in state funding, combined with our continuing to hold selected vacancies open and function with a reduced on-call budget, would accomplish this priority. He further noted that Object 2 reflected increases in off-duty police costs, which were offset by the savings in broadband charges and liability insurance, and that these same savings would also cover a portion of publisher increases for books and materials in Object 3. The Board unanimously approved the revised FY 16 Operating Budget.

Ms. Brade and I presented the revised FY 16 Capital Budget proposal, outlining that (1) the County remains willing to fund the requested amount for the new Elkridge Branch project, albeit at its original scope and divided between FY 16 and FY 17 (we also noted that the County continues to pursue purchasing the adjacent land owned by Verizon, as joining the two parcels would allow for more cost-efficient construction); (2) funding for the Central and East Columbia Branch renovations remains on target, although with the additional amount now slated for FY 17; and (3) delaying the Glenwood Branch renovations and Southwest Branch feasibility study is being proposed to increase the probability of receiving funding for (1) and (2) above. The Board unanimously approved the revised FY 16 Capital Budget. It was recommended that HCLS meet soon with the County Council to present the Elkridge Branch project's need and vision.

The Board reviewed (a) the proposed FY 16 HCLS Closings that reflects two changes — closing at 5 pm on the Wednesday before Thanksgiving, and closing the host branch all day on Saturday for Evening in the Stacks; and (b) the proposed FY 16 Board meeting calendar; unanimously approving both.

The Board unanimously approved Supplement 3 of the *HCLS Board of Trustees Policies* that was proposed with no changes.

Ms. Brade updated the Board regarding progress on the nearly complete Administrative Branch. She noted that once we receive the requisite certifications and permits, a staggered move-in is planned for April. The Board expressed an interest in touring the new building.

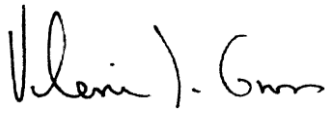
Conveying his gratitude for Charles Broida's many years of Board membership and serving in the role of Counsel to the Board prior to his retirement, Mr. Rothschild suggested convening an evening gathering at a restaurant during the first week of May to honor him and to present him with a resolution. The idea was unanimously approved. Mr. Rothschild thanked Ms. Riemer for recommending a candidate for Mr. Broida's successor, stating that he and I would be meeting with the candidate and would report back to the Board. He noted that additional Board attorney recommendations would be welcomed.

Highlights from my report included Evening in the Stacks, HCLS Spelling Bee/BumbleBee, Brainfuse, Battle of the Books, Civility in Sports poster contest, Enchanted Garden, Farmers Market, upcoming Children and Teen events, impressive collection statistics, and recent and upcoming presentations. Ms. Lassen described HCLS' 75<sup>th</sup> Diamond Anniversary components, including a newspaper insert, commemorative library cards, a selfie campaign, a time capsule, participation in the Longfellow Fourth of July parade, and a possible 5K partnership. Ms. Lee and Ms. Malveaux conveyed interesting passport stories from their respective branches. Ms. Brade and I related progress on the updating of our strategic and master plans.

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

Mr. Rothschild thanked everyone for attending, adjourning the meeting at 8:14 pm. The next regular Board meeting is scheduled for 7 pm on **Wednesday, June 17** at the new Administrative Branch.

Respectfully submitted,

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

Valerie J. Gross  
President & CEO