



HCLS Board of Trustees Meeting Minutes

November 16, 2016 ♦ 7 pm
HCLS Administrative Branch

Board members present were: Tom Munns, Chair; Louise Riemer, Vice Chair; Andy Dalal; and Stacie Hunt. Also present were Steve Lewicky, Counsel to the Board, and staff members/citizens G. B., M. B., Angela Brade, Mary Brosenne, Stacey Fields, Cari Gast, Valerie Gross, Barbara Hurwitz, Alli Jessing, Christie Lassen, Suki Lee, Tanya Malveaux, Stephanie Shane, Alan Simpson, Susan Stonesifer, and Ron Wilson.

Mr. Munns called the meeting to order at 7:08 pm, welcoming everyone. The Board unanimously approved the September 21, 2016 Board meeting general and executive session minutes, as well as Supplement 2 of the *HCLS Board of Trustees Policies* that was proposed with no changes, and also Supplement 4, whose changes were necessitated by the U.S. Department of Labor's "Overtime" Final Rule that takes effect December 1, 2016. Mr. Munns noted that no changes will be made at this time to Supplement 3, which addresses public forum spaces.

I presented a draft of our proposed FY 18 Operating Budget that includes allocations for increases to (a) Object 1, including merit increases and a COLA for staff, as well as 6.5 new positions to adequately staff the new HCLS Elkridge Branch + DIY Education Center and HCLS Project Literacy; (b) Object 3, to cover publisher increases, as well as a partial restoration of lost purchasing power in curriculum materials; and (c) Objects 4 and 5 for increases to insurance policies, professional development, furniture, and equipment.

Ms. Brade summarized capital projects underway, recapping the re-opening of the Central Branch, which now houses five percent more books. Thanking staff for their heroic efforts to open the renovated branch as scheduled, I noted that visits exceeded 2,000 opening weekend. Ms. Brade then explained that (1) the closure of the East Columbia Branch for renovations, along with the opening of its onsite interim Express Branch, will take place in January; and (2) progress on the Elkridge Branch project continues, including incorporating pieces of the mural, possibly in the outdoor children's amphitheater.

Ms. Jessing described the forthcoming Human Library Project, an idea brought to our attention by Mr. Simpson. Ms. Lassen summarized the Civility Hackathon that took place November 5. Board comments included that Mr. Dalal's son attended the hackathon, and a recommendation to connect with the Columbia Association to cross-publicize the Human Library Project.

Highlights from my report included Kindergarten Field Trips to the Library, the A+ virtual library card project underway, HiTech Academy visits, HCLS Homework Centers, most popular titles, e-materials, Enchanted Garden, classes, Physician Moms Group donation, Evening in the Stacks, Mexican Culture Fest, passport news, HiJinx podcast, social media statistics, visibility of note, and customer comments.

Mr. Belfont summarized the theme for Professional Development Day 2017, which will focus on (a) making learning more efficient and memorable, and (2) innovative ideas, which staff will develop and synthesize in teams beforehand, then present that day in the "Shark Tank" format.

I explained that, regrettably, all Maryland libraries were excluded from this year's *Library Journal's* "Star Libraries" ratings due to an inadvertent state reporting technicality, adding that efforts are underway to remedy the oversight.

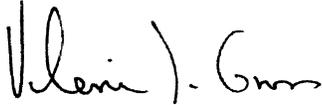
The Board reviewed the financial and statistical reports. Miscellaneous Board packet items were noted, including the FY 16 audit, FY 17 events calendar, HCLS Central Branch brochure, and *HCLS in the News*.

Mr. Munns introduced the upcoming HCLS Board vacancy in the County Council District 2 position when Ms. Hunt's term ends in June. The Board discussed the timeline for recruiting, interviewing, and appointing a replacement. Mr. Munns, Ms. Riemer and Mr. Dalal agreed to serve on the interview committee, along with Ms. Brade and myself. Ms. Hunt suggested we send Leadership Howard County a copy of the press release to be included in its newsletter, and also that we inquire whether the recently approved TIF (tax increment funding) for the Downton Columbia redevelopment includes funding for the envisioned HCLS Central Branch and Business/Arts Education Center.

Mr. Munns thanked everyone for attending, adjourning the meeting at 8:12 pm, which was unanimously approved.

The next regular Board meeting is scheduled for 7 pm on **Wed., January 18, 2017** at the Administrative Branch (*snow date of January 25, 2017*).

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Valerie J. Gross". The signature is fluid and cursive, with a large initial "V" and "G".

Valerie J. Gross
President & CEO