

Carroll County Public Library Board of Trustees

Special Meeting Minutes

4 April 2018

- I. **Call to Order:** Chairman Jama Snyder called the meeting of the Carroll County Public Library Board of Trustees to order at 12:03 pm. In attendance were Board members Jim Ellington, Doug Carlisle, Leah Spencer, Director Hillary Arney, and Assistant Director Patricia Hersey.
- II. **Minutes of the Previous Meeting:** (February 6, 2018) Minutes were reviewed. Spencer motioned to accept the minutes. Carlisle seconded the motion. Motion was approved.
- III. **Treasurer's Report:** Presented by Arney. Full report attached. Carlisle motioned to accept the report. Spencer seconded the motion. Motion was approved.
- IV. **Regional Director's Report:** Given by Arney: National Library Week is April 9 - 14 of this year. We are planning to give away seed packets with the library logo as a thank you to our patrons.
- V. **Director's Report:** Given by Arney. Full report attached. Passport applications are increasing, possibly in response to the season. Passport acceptance fees have been raised by the Federal Government from \$25.00 to \$35.00 per completed application beginning April 1, 2018. We have changed our Integrated Library System (ILS) from TLC to Atrium. This will result in a significant savings per year. The staff received training on the new system on March 28. One of our AC units has been replaced with a system that will allow for separate temperature zones for the Staff workroom and the Local History room. Arney attended the PLA conference in Philadelphia. State aid for Libraries has been reinstated into the State Budget, but has not yet been signed. SB 66 is also being considered and the impact on state library pensions is currently unknown. Teen after school sessions were discussed.
- VI. **Old Business:** Property Acquisitions: A survey of the Oliver Property has been completed and marked. Chris Cottongim will visit tomorrow to begin planning sessions.
- VII. **New Business:** Expiring Trustee positions: Four names will be submitted for two positions which will become open at the end of June. Ellington made a motion to submit the following names for consideration: Mary Francis Mefford and Angela Franklin for Position 1, and Doug Carlisle and Greg Goff for Position 2. Spencer seconded the motion. The motion was approved.

CCPL Scholarships: Scholarship packets have been distributed to all board members with names and identifying information redacted. Members will review and submit their top four picks in order at the next board meeting on Friday April 20 to be turned in to the Ms. Richter by that afternoon. Arney will email out grading scale and will work with Mrs. Richter to update next year's applications.
- VIII. The meeting was adjourned by Snyder at 1:26 pm.
Next Board Meeting Date: April 20, 2018

Respectfully Submitted,

Patricia Hersey,
Assistant Director and Recording Secretary