



**EASTERN SHORE REGIONAL LIBRARY, INC.  
ANNUAL BOARD OF TRUSTEES MEETING MINUTES  
THURSDAY, JUNE 16, 2005  
10:00 A.M. Worcester County Library  
Berlin (Ocean Pines), MD**

**In attendance:** Gloria Urban, Jean Del Sordo, Charles Powers, George Sands, Tom Hehman, Jean Johnson, Stephanie Shauck, Raineyl Coiro, Andrea Littleton

**Call to Order:** Board President, Gloria Urban called the meeting to order at 10:00 a.m.

**Approval of the April 28, 2005 Minutes: Motion made by Mrs. Del Sordo seconded by Mr. Sands.**

**Financial Report:** Andrea Littleton – May 26, 2005, ESRL received sixth state appropriation in the amount of \$241,125.

Current checking account balance in Peninsula Bank: \$8,969.15. Current account balance for MLGIP: \$544,458.31.

Sealed bid solicitations for the two delivery vans were sent out to dealerships and advertised in the Daily Times, the deadline for submission is June 24, 2005 and all bids will be publicly opened at 12:00 PM.

Line transfer request: \$920.00 to parking from contractual and \$1,561.16 to Unemployment Payout from contractual to cover line overages. **Motion made by Mrs. Del Sordo and seconded by Mr. Sands.**

The annual ESRL local audit will be July 13 and 14, 2005 and in August we will have a State Audit for the appropriation and grants.

The State Appropriation for FY2006 is 1,450,607 and the estimated for FY2007 is 1,772,964. Review of the proposed FY2006 was requested and was accepted by the ESRL Board. **Motion made to approve the FY2006 Budget by Mrs. Del Sordo seconded by Mr. Hehman.**

**Administrator's Report:** Raineyl Coiro – The MACo conference will be August 17-19, 2005, there will be an internet café, MLA will be there this year, and DLDS is in need of coverage for their booth. October 25, 2005 there will be a workshop which ESRL is hosting with WIMPL this will be held at in Annapolis and Lisa Ford will be the keynote speaker.

Mrs. Coiro submitted a proposal to allow the county libraries to submit for a 90 extension, in writing on letterhead, for the ESRL Grants to Public Libraries. This extension would allow the county libraries to roll-over for a maximum of 90 days grant funds from a prior fiscal year. **Motion made by Mrs. Del Sordo and second by Mr. Hehman**

Mrs. Del Sordo recommended that the ESRL Grant Funds totaling \$41,275 per county (Program Grant - \$6,500; Staff Development Grant - \$8,900; Collection Development Grant - \$5,625; Service Enhancement Grant - \$20,000; and Summer Reading Grant - \$250), be combined as one grant allowing the funds to be used within the expressed parameter. This would allow counties to spend more on one grant designation than and less on another. **Motion made to allot all ESRL Grant Funds into one grant instead of several broken down; this would be done for the remainder of FY2005 and going forward in FY2006. Motion made by Mrs. Del Sordo and second by Mr. Powers.**

The FY2006 Budget submitted for board approval. After discussion with Mr. Abresch, Systems Department Manager and Mrs. MacCubbin, Information Services Manager, budget numbers were determined based on priority and need for both departments. There will be several new databases this year, based on recommendation from the Reference Committee. The Systems Department will be working on firewalls and upgrades. **Motion made to approve the FY2006 ESRL Budget. Motion made by Mrs. Del Sordo and seconded by Mr. Hehman**

**DLDS Report:** Mrs. Shauck reported on the recent staff changes in their office. Andrea Lewis has left and is working for the firm that designed the Statewide Library Card; Susan Paznekas was still in the rehabilitation center after falling; Irene Padilla has gone to be with her family after the death of her niece.

**New Business:** Mrs. Coiro did follow up with Mrs. Padilla regarding the Citizens for Maryland Libraries and they are not eligible to receive funds from State Funding however if any of the libraries wish to donate funds from a donation fund or friends group they can do that.

Mrs. Coiro is also going to be discussing more with Mr. Clay and Board Members to put together workshops/training to assist the directors in meeting requirements for certification.

**New Officers:** Effective July 1, 2005 the ESRL Board President will be Mrs. Jean Del Sordo and the Vice President will be Mr. George Sands, Jr.

**Future Meetings:** The date and location for the Annual Meeting will be determined.

**Adjourned.**

Respectfully submitted,

Raineyl V. Coiro, Secretary