

# Eastern Shore REGIONAL LIBRARY

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Eastern Shore Regional Library  
Board of Trustees Meeting Minutes  
March 18, 2021 11:00 am  
ESRL - Zoom Virtual Meeting

**In attendance:** John Venditta, Debby Bennett, Crystal Henningsen, Bernadette Cannady, Sam Eddington, Arnessa Dowell, Kacey Martin, Amanda Watson, Lori Staton, Janet Salazar, Ed Goyda, Jennifer Ranck, Dana Newman

**Call to Order:** Crystal called the meeting to order at 11:00 am.

**December 10, 2020 Minutes:** The December 10, 2020 board meeting minutes stand as read.

#### **Financial Report (John Venditta):**

- The Budget Comparative was reviewed. Things that are off the mark for 2021 include accounts: 4020 (interest), we are getting 92% less interest income from the MLGIP than we received last year. 7160 (wireless printing) has a credit because the Envisionware printing license was paid in June and then the cost per branch was reduced. 9000 (grants) please use your grant money; Nothing will be carried over this year.
- Fuel expenses are lower due to the months when delivery was halted for Covid.
- Everything else is about where it is supposed to be.
- FY-22 Budget: John will call the Budget Committee together for a meeting in May. The budget will then be voted on at the June board meeting.

**The Financial Report was filed for audit.**

#### **Administrator's Report (John Venditta):**

- We are still holding weekly staff meetings, as well as the weekly director's meetings. On Mondays, John has a morning Transition meeting with Cheryl and her team from Wicomico, as well as a Rural MD Legislative meeting and one for MAPLA's intergovernmental relations task force. In addition, John has been doing a lot of Executive Universities, webinars, MLA meetings, etc.
- IT is understaffed right now with Rick's medical leave. This will be further reduced in June when Kristi goes on maternity leave. We will be re-assigning duties as necessary to maintain continuity of service for the libraries.

**IT Report (Rick Simpson):** No report.

**Information Services Report (Amanda Watson):**

- An IS report was handed out to the board. Amanda had an action item under the databases and e-resources. Please send her your e-Group representative list so that we can start talking about next year's resources.
- We have been busy getting delivery back on track, having the re-opening meetings, and more recently there have been technical issues; which are ongoing.
- John polled the group on how many were still using Constant Contact. Four to five counties still do.

**Training & Programming Report (Sam Eddington):**

- A report was given out. Added to this is that in May, we are running trainings on Sexual Harassment Issues on the 18<sup>th</sup> and Sexual Orientation and Gender Identity Issues on the 25<sup>th</sup>.
- Sam is running an Outsider Art program for Worcester County on the 30<sup>th</sup> of March. If any other county is interested in this program, let him know.
- Some of the Children's librarians have asked Sam to do his sing-a-long program outside this year. He is happy to do that for anyone who wants it.

**Graphic Design Report (Kacey Martin):**

- A report was given out. Reminder that the printing account budget re-starts on July 1<sup>st</sup>. The last date for FY-21 print requests will be June 16<sup>th</sup>. Kacey will be emailing all of the print liaisons later this week to set up a meeting to go over questions they may have or to help with summer reading.

**Maryland State Library (Renee Croft):** No report.**Old Business:**

- Lori Staton reported on the Maryland Senate Bill 524, called the Building Lifelong Library Learner's Act, effective March 8th. This states that any minor, aged 18 and under, are not to be charged a fine on any item that is overdue. They can be charged for a lost item, but if they return the item, that bill has to be removed from their account. There are five steps that need to be taken in order for everyone to be fine free:
  - We need to have all minor codes and the fines associated with those changed to zero. That will be up to Lori to do that. All counties are done, except for one. She is waiting on permission from them to finish up. Does anyone use student and home school patron codes for people over 18 years of age? No one does.
  - Notices – everyone needs to run their overdue and bill notices. Lori has noticed that some have not turned them on yet; she would suggest you go ahead and do that.
  - Waiving fines – If you are not already fine free, you will need to get on this. Fine waivers have to be done manually, not bulk.
  - Blocked Accounts – Go through and see if you can find any blocks on child accounts because the state wants everything to be removed. If they are blocked, the account should be reactivated. Everyone gets a clean slate on July 1<sup>st</sup>.

**New Business:**

- Regional Resource: John had a meeting earlier this week with Ashley from SMRLA and Elizabeth from WMRL. WMRL is concerned because they have the most changes to make, with incorporating, creating a board and separating themselves financially. What will happen is that this will require code changes because the current law for library boards wouldn't cover what the regionals would need. John wants representatives from our board to be involved in the process. Ed Goyda and Dana Newman volunteered to join.
- Facilities Plan and Salary Survey: John, Elizabeth and Ashley are talking about a three-way deal for facilities plan, as well as a salary survey. It would be easier for the three regionals to get a big grant and do it that way.

**Next Meeting:**

June 3, 2021 at 10:00 am. Location: ESRL - Zoom Virtual Meeting

**The meeting was adjourned at 11:50 am.**

