

BOARD OF LIBRARY TRUSTEES FOR BALTIMORE COUNTY
MINUTES OF THE MEETING
September 17, 2019

A meeting of the Board of Library Trustees was held in the Wilson Room of the Administrative Offices, Tuesday, September 17, 2019. The meeting was called to order at 8:35 am by Board President Aaron Slater. Other Board members present were Yara Cheikh, Jane Eickhoff, Paul Schwab, Maureen Walsh David, and Anne West.

Staff in attendance were: Paula Miller, Julie Brophy, Sarah Jane Brunson, James Cooke, Natalie Edington, Jen Evans, Emily Gamertsfelder, Christine Kamt, Ann McElroy, Helen Rowe, Kate Sigler, and Jamie Watson. Also in attendance were Lynn Wheeler and Joe Thompson representing Citizens for Maryland Libraries. A list of those in attendance but not on the agenda will be kept on file for one year.

INTRODUCTIONS

Mr. Slater welcomed Ms. Cheikh and Ms. West to their first in-person Board meeting. Natalie Edington introduced Sarah Jane Brunson, new Manager of the Catonsville Branch. Ms. Brunson has been with BCPL for 17 years in a variety of positions. Ms. Brunson expressed her pleasure at returning to the Catonsville Branch, where she had her first job with BCPL. Helen Rowe introduced John O'Neill, BCPL's new budget analyst from the Office of Budget and Finance. Mr. O'Neill hopes to be an advocate for the library.

COMMUNICATIONS

Minutes

The minutes for the July 16, 2019 meeting were approved (**Eickhoff/Schwab**).

Correspondence

None.

Public Comments

None.

Upcoming Events

The Foundation fundraiser "A Toast Among Ghosts" will take place in Reisterstown on September 28. The Citizens for Maryland Libraries Annual Meeting will be October 26 at 9:30 am, at the Enoch Pratt Free Library.

REPORTS

Director's Report (Miller)

Director Miller highlighted the increased visits to Storyville; the Woodlawn location's attendance was up 6.5% from FY 18, and in July Storyville @ Rosedale had its busiest month since 2013. BCPL branches participated in numerous parades recently; one included the Reisterstown Book-cart Drill Team. Collaborations included Vision to Learn, providing free exams and glasses to qualifying children, technology programs for seniors including Virtual Reality, and a partnership with Sheppard Pratt Health System to highlight library resources available to patients transitioning to outpatient services. Branches participated in No Senior Eats Alone, and the Catonsville Branch is working with the West Side Men's Shelter to teach job searching skills.

Director Miller provided a statistical dashboard. While circulation continues to drop overall, there was a slight increase in August.

Grants Under \$5001 (Miller)

Director Miller reported to the Board that she had approved the Adult and Community Engagement Department's application to the United States Holocaust Memorial Museum and the American Library Association's Public Programs Office for a traveling exhibit "Americans and the Holocaust: A Traveling Exhibition for Libraries". If awarded to BCPL, it would be housed at the Owings Mills Branch for 5 to 6 weeks. Also included would be \$2,000 for exhibition related programming and expenses.

Assistant Director (Cooke)

The Reisterstown renovation is still on hold, pending Baltimore County Public School's signature authorizing the move of the water meter vault onto their property. Currently, the estimated start date for the project has been moved to February 2020. The HVAC and ceiling replacement project at Loch Raven is set for a November or December start. This is projected to be a 16 week project necessitating the closure of the library for 8 to 10 weeks. The Rosedale teen space project is under way with a new glass wall, furniture, and VR equipment. Single service desk projects at North Point and Pikesville have been completed, with only Perry Hall and Cockeysville continuing with multiple desks due to the physical layout of those branches. Outdoor donation boxes are being set up at branches as part of the new Better World Books contract. There are no updates on either the Catonsville renovation or the Rosedale bathroom/meeting room refresh.

Mr. Slater asked if there was any word on a tentative project with Towson Town Center. Director Miller is still in discussion with the mall, and any contract documents will need Office of Law review.

Staff Reports

Finance Report (Rowe)

Ms. Rowe reviewed the Financial Report and noted no areas of concern.

Staff Association (McElroy)

Ms. McElroy shared the social and charity events of the Staff Association. Staff Association will be volunteering and providing a gift card for "A Toast Among Ghosts", and will be participating in the Kennedy Krieger "Festival of Trees" again this year.

Board Reports

Board President

Mr. Slater, Ms. Walsh David, and Director Miller met with Councilman Patoka at his office. They discussed building issues for Reisterstown and Pikesville, and provided him with a copy of the building study. He was very knowledgeable and interested in the work of the library.

Mr. Slater will be appointing trustees to committees for a capital campaign as well as planning and policy issues.

OLD BUSINESS

Adult and Community Engagement Partnerships (Brophy)

Julie Brophy updated the Board on the Mobile Legal Vehicle. A new name is in the works, as is finalizing designs. Adult and Community Engagement (ACE) has applied to Wheels for Change, a non-profit that partners with organizations whose mission is to serve the underprivileged in areas of transportation, for assistance in customizing the vehicle.

Entrepreneur Academy began a third cohort, on the County's east side at North Point.

CASH Campaign and ACE are working to secure funding to provide a full time tax site at Randallstown in 2020, and looking into remote preparation at Essex. Staff would be trained to provide intake, and securely email information to tax preparers.

ACE also worked with Branches for No Senior Eats Alone, a partnership with the Baltimore County Department of Aging.

NEW BUSINESS

E-Book Pricing and Embargo (Watson)

Jamie Watson, Coordinator of Collection Development, shared information with the Board on a new and detrimental ebook lending/purchase model being implemented by Macmillan Publishing in November. Currently, all front and backlist titles are available as soon as published for a two year/52-lend period, and then they need to be repurchased. Beginning in November, Macmillan will limit libraries to the purchase of only one copy of an ebook per system for the first two months of a book's availability. The library community is working to stop/change the implementation of this policy, which significantly limits access to new titles by library customers. An additional concern is that other publishers may follow. The American Library Association is encouraging library customers to sign a petition, and the organization hopes to engage Macmillan in dialog that will result in better terms for libraries. The Board will be kept informed of any changes and BCPL's actions to inform customers.

21st Century Staffing Initiative (Miller)

Director Miller presented a proposed first phase of a larger "21st Century Staffing Initiative" that would align BCPL's structure, classifications, and staffing levels with 21st Century library needs. The Board's discussion of the proposal to implement a change in part-time staffing raised three main concerns: 1) That materials would not be made available in a timely fashion without the shelver position; 2) That there should be opportunities for employment of youth and those without a bachelor's degree; and 3) That there would still be sufficient librarians on staff who could answer difficult reference questions. The Board received feedback from the Director, Assistant Director Edington, and Ms. McElroy with assurances about all three issues. Director Miller noted that this was a preliminary phase that will include additional discussion with Baltimore County Administration. The Board approved moving forward with further exploring the concept of the 21st Century Staffing Initiative (West/Cheikh).

Baltimore County Government Strategic Initiatives (Gamertsfelder)

Emily Gamertsfelder, Coordinator of Planning Projects & Data, described the County's Data Inventory project, which seeks to compile metric data from all County agencies into a single database that will be selectively available to any agency. She is also working with the County's Complete Count Committee to make sure all residents are counted in the 2020 Census.

CLOSED SESSION

The Board moved into Closed Session at 10:10 am. Motion to close meeting (**West**); seconded (**Schwab**). Voting in favor (**Cheikh, Eickhoff, Schwab, Slater, Walsh David and West**). Absent, Mike Netzer.

The session was closed under the following statutory authority: "To discuss the appointment, employment, assignment...of appointees, employees, or officials over whom this public body has jurisdiction...." §10-509 (c) 2.

In addition to the Board, Director Miller attended the Closed Session.

In Closed Session, the Board discussed the HR Manager position, employee holidays, and the Staff Handbook. No actions were taken.

At 11:00 am, Mr. Schwab made a motion to adjourn the Closed Session, and Ms. West seconded. The motion passed unanimously. (**Schwab/West**)

No votes were conducted during the Closed Session.

ADJOURNMENT

The meeting adjourned at 11:02 am. (**Schwab/Walsh-David**).

Submitted by



James Eickhoff
Secretary of the Board of Library Trustees