

BOARD OF LIBRARY TRUSTEES FOR BALTIMORE COUNTY

MINUTES OF THE MEETING

December 16, 2025

A meeting of the Board of Library Trustees was held on Tuesday, December 16, 2025, as a virtual meeting via Zoom. The meeting was called to order at 8:02 am by Board President Yara Cheikh. Other Board members present were Maureen Walsh David, Claudia Cruz, Havaca Ganguly, Pamela Lin-Chen, Michael Netzer, and Anne West.

Staff in attendance: Ann Beegle, Chief External Affairs Officer; James Cooke, Chief Operations Officer; Jen Evans, Executive Assistant; Justin Hartzell, Capital Projects Manager; Michelle Romney, Human Resources Business Partner; and Helen Rowe, Director of Fiscal Services.

COMMUNICATION

Minutes

The Board approved the minutes of the November 18, 2025, and December 4, 2025, meetings **(Walsh David/Lin-Chen)**.

Correspondence

The Board received correspondence from the State Librarian regarding legal counsel, and from other library systems in support of the CEO.

Upcoming Events (Beegle)

Ms. Beegle highlighted the Travelling Book Club discussion of *A Marriage at Sea; Family of Spies* with author Christine Kuehn at Pikesville; Winter Reading Challenge for children in kindergarten to 12th grade; and Booked for BCPL with Jennifer Weiner.

Comments from the Public

The Board heard comments from BCPL union representatives Anita Bass and Rachel Jackson, and community members Ed Schneider and Nicole Dvorak regarding recent actions by the Board in response to the firing and reinstatement of the part-time librarians, and possible actions going forward.

REPORTS

Operations (Cooke)

Mr. Cooke shared that BCPL did not open on Sunday, December 14th due to the weather conditions.

Capital Projects Dashboard (Hartzell)

Mr. Hartzell shared that abatement for undisturbed asbestos has begun at the North Point Branch. The branch will remain closed during this process and should reopen on December 30th. A timelapse camera has been set up at Woodlawn, and Marketing will be compiling video to share during the construction process.

Ms. Cheikh asked if the planning for the new Randallstown Branch has been fully funded. Mr. Hartzell shared that the project is on track and construction is currently scheduled to begin in 2027.

Statistical Dashboard (Gamertsfelder)

The Board received the November Statistical Dashboard and requested that statistics from the Woodlawn mini-library be highlighted next month.

External Affairs (Beegle)

Ms. Beegle identified the departments she supervises as Philanthropy, Marketing and Communication, Partnerships and Programing (including Adult and Community Engagement and Youth and Family Engagement) and Government Affairs.

Philanthropy reported successful end-of-year fundraising efforts, with the most successful Giving Tuesday to date. Ms. Beegle expressed BCPL's gratitude to Ms. West for her generosity.

Ms. Beegle also highlighted the Pop-Up Shops at Catonsville, Cockeysville, and Owings Mills. There were 49 vendors across the three locations, many of whom were graduates of BCPL's Entrepreneur Academy.

The Marketing and Communication department is working to grow BCPL's social media presence.

The closure of BCPL on Sunday, December 14 necessitated the rescheduling of the visit by author Uzma Jalaluddin to a virtual event on December 18.

Fiscal Services Report (Rowe)

Ms. Rowe shared the Finance Report; there were no significant changes. Variances in revenue will be adjusted by implementing the COLA on January 1st and filling vacant positions. BCPL also anticipates the reimbursement of expenditures related to grants over the next few months. The Board requested the addition of a column reflecting grant funds to be added to the report.

Human Resources and Labor Relations Reports (Romney)

Ms. Romney reviewed the Human Resources report. The Board requested that a description of "fully staffed" branches be shared next month and that the Human Resources report be updated to show the status of vacancies shared in prior months.

Board Report (Cheikh)

Ms. Cheikh welcomed Erin Baker to BCPL's leadership team as Chief Public Services Officer. Ms. Baker brings a broad range of experience in public libraries, nonprofit organizations, and organizational development.

The Board thanked Ms. Beegle and Mr. Cooke for their leadership during the transition. The Board will draft a Request for Proposal (RFP) for services to recruit a new CEO.

The Board will add Board contact information to the website soon.

OLD BUSINESS

Closed Session Report (Cheikh)

During the Closed Session on December 4, 2025, the Board discussed personnel matters and sought legal counsel. The Board approved personnel actions in the open session.

NEW BUSINESS

Board Actions (Cheikh)

The Board voted to change the title of Chief Executive Officer to Executive Director to better reflect State statute and BCPL's values **(West/Cruz)**.

The Board voted to reestablish a job satisfaction survey, the results of which will be reported directly to the Board (Walsh David/West). The Board requested they see the questions asked before the survey is made available and that it be anonymous.

The Board voted to add a report from the Union to the agenda each month (Cruz/Lin-Chen).

Reading of Current Policy (Cheikh)

Ms. Cheikh read a portion of the document Restructuring of Part-time Branch Positions, which was approved by the Board at the September 2019 meeting:

We have 99 part-time librarians working in branches. We have not hired for this position since March 2019 and do not plan to hire for this position in the future. When these positions become vacant they will be converted to Library Services Assistant positions, if needed. This position will not be impacted by changes in the Maryland minimum wage...but we expect through attrition to decrease the number of staff in this position, which will generate salary savings.

ADJOURNMENT

The meeting adjourned at 9:08 am **(West/Ganguly)**.

Submitted by

Claudia Cruz

Secretary to the Board of Library Trustees