



## HCLS Board of Trustees Meeting Minutes

March 19, 2025 ♦ 7 pm  
Glenwood Branch

Board members present were: Elizabeth Banach, Chair; Kelly Smith, Vice Chair; Rob Mentz, Treasurer; Phillip Dodge; and Antonia Watts. Also present were staff members/citizens including, Dorna Anderson, Ashley Ashman, Mara Barbel, Lew Belfont, Angela Brade, Mary Brosenne, Sahana Callahan, Piyali Callahan, Kelly Clark, Vera Davies, Stacey Fields, Cari Gast, Allison Jessing, Christie Lassen, Jessica Lee, Marcy Leonard, Tanya Malveaux, Megan Royden, Stephanie Shane, and Ruth Vargas.

Liz Banach called the meeting to order at 7:00 pm.

Stephanie Shane presented on behalf of Nana Owusu of the Friends & Foundation of HCLS. She related that the annual campaign is on target with \$154K in revenue so far this year. A spring campaign was launched promoting the Battle of the Books and Bookmark Contest. Early Flower Basket fundraiser purchases promoted to Friends members saw \$1,000 in donations in one day. The Glasscock Fund will match up to \$3K in donations for teen-led book club donations as part of this campaign. The Evening in the Stacks branch raffle was a success, bringing in a record of more than \$17,000. Planning meetings have started for an adult Battle of the Books.

The Board unanimously approved the Board meeting minutes for January 15.

Mary Brosenne described the offerings of the Glenwood Makerspace, passing out gifts to the Board members that were produced on equipment found in the Makerspace.

Christie Lassen provided an update on wayfinding/signage with installation set to begin at Elkridge. Evening in the Stacks sold out with 550 people in attendance, raising \$110K. She highlighted the upcoming signature events, the HCLS Spelling Bee, taking place March 22 and Battle of the Books, occurring April 25.

I presented the status of the Strategic Plan Implementation, which included organizational objectives with cascading KPIs that are set to begin July 1, 2025. The Board approved a motion to extend the Strategic Plan to 2030.

I introduced the topic of adjusting Public Hours, shifting them up an hour in response to community requests, and in alignment with staff feedback, data points, and our strategic plan goals. Proposed public hours were 9 am to 8 pm Monday through Thursday, and 9 am to 5 pm Friday and Saturday. Sunday hours would remain the same from 1 pm to 5 pm. This would start September 2, following Labor Day. The Board approved the recommendation as well as the proposed calendars for FY 25 and FY 26 which call for all branches to be open Sundays through May 18, and only Central and Miller open Sundays June 1-August 24.

Regarding capital projects, Angela Brade related that there are no updates for the FY 26 capital budget. We are in schematic design for the Elkridge Branch with minimal modifications to the building called for. We are awaiting a report from the County on real estate options for the proposed Southwest Branch which is due at the end of March. We are also waiting to hear from the County on status of the requirements set forth by the County Council with respect to the Downtown Branch. We are in the design phase of the new door for the Glenwood Branch, which is scheduled to be fully installed by September 2025, although there may be a delay because of materials availability.

I highlighted the state of the Operating Budget, noting that there are unencumbered funds from signage and website costs that are on pace to be expended this fiscal year.

With regards to Legislative Updates, I explained that the Childhood Advisory Council, Family Literacy Pilot, Defibrillator Program and MD Deaf Culture Digital Library bills look favorable to passing, while SLRC funding does not look likely given the State's budget deficit. The Childhood Advisory Council bill which calls for public libraries to have a seat on the council is a big win for libraries and the early childhood community. I further explained that we are closely watching Executive Orders, including the most recent that calls for defunding IMLS, which could impact Project Literacy funding.

Proposed changes to Supplement 3 were approved. In response to a Trustee's inquiry, we will make it clear to staff that customers can check out multiple copies of the same video game.

The Board approved (Watts objecting) the FY26 Board meetings which are to take place in person. The Board discussed monitoring attendance in deciding whether to return to staggered in person and virtual meetings.

The Board approved the nominating committee comprised of Liz Banach and Kelly Smith who will put forward a slate of Rob Mentz as Chair, Phillip Dodge as Vice Chair and Antonia Watts as Treasurer.

The Board reviewed the proposed timeline for filling the District 1 and District 4 vacancies. We will propose new interview dates given that May 20-22 is graduation week and send them out to the Board for comment. It is the Board's desire to hold in-person interviews.

Liz adjourned the meeting at 7:52 pm to convene in closed session.

Below is a summary of the closed session held on March 19, 2025.

1. Statement of the time, place, and purpose of the closed session:
  - a. Time of closed session: 7:56 pm – 10:44 pm
  - b. Place (location) of closed session: Glenwood Branch
  - c. Purpose of the closed session: to discuss collective bargaining
2. Record of the vote of each member as to closing the session:
  - a. Names of members voting aye: Elizabeth Banach, Phillip Dodge, Rob Mentz, Kelly Smith, and Antonia Watts
  - b. Members opposed: none
  - c. Members Abstaining: none
3. Statutory authority to close session: This meeting was closed under the following provisions of General Provisions Art. § 3-305(b): Topic #7: § 3-305(b) (9) (add others as needed)
4. Listing of each topic actually discussed, persons present, and each action taken in the session:
  - a. Topic description: To receive legal advice and discuss collective bargaining
  - b. Persons present for discussion: Tonya Aikens, Dorna Anderson, Elizabeth Banach, Phillip Dodge, Stacey Fields, Christie Lassen, Rob Mentz, Kelly Smith, Mark Swerdlin, and Antonia Watts.
  - c. Action Taken/Each Recorded: The board discussed the Tentative Agreements of the collective bargaining.

The next regular Board meeting is scheduled for 7 pm on **Wed., June 18, 2025** and will be virtual.

Respectfully submitted,



Tonya Aikens  
President & CEO