

# Eastern Shore REGIONAL LIBRARY

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Eastern Shore Regional Library  
Board of Trustees Meeting Minutes  
March 8, 2018 10:30 am  
ESRL – Meeting Room 13  
Salisbury, MD

**In attendance:** John Venditta, Ed Goyda, Frances Cresswell, Rick Simpson, Rachael Stein, Jennifer Ranck, Dana Newman, Andrea Berstler, John Walden, Debby Bennett, Jackie Adams, Kacey Martin

**Call to Order:** Ed Goyda called the meeting to order at 10:30 am.

**December 7, 2017 Minutes:** Andrea Berstler made motion to approve the December 7th meeting minutes. Debby Bennett seconded the motion. The minutes were approved as written.

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

- A Balance Sheet was handed out to the board. We do have about \$630,000 in retained earnings for facilities. The Budget vs. Actual is in good shape, everything is as it should be.
- We will be adding money to Hoopla. It is starting to level off but we will need to add money before the end of the year.

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

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

- Legislative Day went well this year. There were no issues to talk about, but it's important to be seen.
- John attended another MSLN Planning Session. The intended goal of the group is unclear, but he will continue to go through the process, as he believes that we can have a positive impact.
- John will present the final budget at the next board meeting. He would like to get the Finance Committee together in April or May.

#### **IT Report (Rick Simpson):**

- The firewall replacements are done and the switches are here. Eli is programming them now. We will be in touch to schedule the installation for these.
- RFP for access points: We have a few bids in so far. These will be ordered in July or August and replaced toward the end of next fiscal year.
- Our Dell rep has let us know that as of October 31<sup>st</sup>, we will no longer be able to buy Windows 7 computers. This is a problem because Windows 10 is not a good public

- We did a Zimbra upgrade. Everything looks like it went ok. There were a few issues with logging in, but the patches were fixed.

**Information Services (Rachael Stein):**

- We are looking at renewals for our eResources. Rachael is going to drop Truflux, due to low usage and in its place she will probably add Muzzy, which is a language program for young children. As part of adding this, they will be offering a discount on the Muzzy dvd's. Libraries will be able to buy these at a significant discount.
- Reference USA's three year contract is up this year, so we will be evaluating it's competitor A to Z Databases. They have offered us a lower price than Reference USA. We will discuss it at egroup and get a new quote from Reference USA.
- Hoopla is evening out. There was a bump up with Queen Anne's County's marketing, but we will keep watching it. Audio books are by far the biggest expenditure.
- We have extended the deadline for the Jack Gantos essay contest. There are six entries so far. She will ask the Youth Services people to nominate one entry from each county to send.
- Our summer performer this year is called Turtle Dance Music. He does sensory friendly performances, so they are appropriate for children on the autism spectrum, but include everybody.
- Overdrive records are in the catalog under the "digital branch." It seems to be functioning well. Wicomico is continuing to buy content, but now it is going into the region-wide pool, so a big thank you to them.
- We have brought Mira Beaglehole on as a full time employee. We are currently interviewing for the Information Services Specialist position, which will be our Polaris specialist.

**Training (Sam Eddington):** Sam's training report was included in the meeting folders.

**Graphic Design (Kacey Martin):**

- Printing account totals were given out to the board. We are in the process of taking bids from area printers. So far, there is no clear winner. Kacey will meet with them and decide from there. The change will happen for fiscal year 2019.
- Summer Reading is coming up. If anyone needs some templates made up, talk to Kacey.
- MLA is also coming up. Please let Kacey know if you would like her to do a basket for your county.

**MSL Report (Renee Croft):** Renee will give her report at another time.

**Old Business:**

- ESRL Facilities Search Recap: About five years ago, ESRL was given a spot in the State Capital Budget, based on a plan to co-locate a facility with Wicomico Public Library. At that time, we took a lease for temporary space here at the Tri-County building. When local funding for Wicomico fell through, we changed our capital plan for a stand-alone facility. Just prior to our next update with DBM, we were informed that since we are currently in a lease situation, DBM was removing us from the Capital Budget Plan. DBM's current policy is that state capital can only be used for new construction. This isn't a law, just their policy.

Although Tri-County is an acceptable temporary solution, due to the size, it is not an acceptable on-going solution. John's plan is to search for an existing property that will work for ESRL on an ongoing basis. It makes more sense to rehab a property for one to \$1-1.5 million rather than spend \$8-12 million on new construction. With the help of local legislators, he hopes to petition the Governor for funds from his Discretionary Funds in order to make this a reality. FY-19 is the final year of our lease at Tri-County. John has asked Irene Padilla for advice but hasn't heard anything back yet. The board discussed this and approves ESRL looking at new facilities as a capital investment.

**Andrea Berstler made a motion to approve ESRL looking for a new location. Jackie Adams seconded the motion. All were in favor. The motion passed.**

**New Business:**

- Maryland Library Consortium Task Force Statement of Purpose/Mission: John Venditta handed out Michael Blackwell's attachment. Andrea Berstler was on the board and then John Walden joined. The original intent was to have cooperative purchasing of databases for multiple types of libraries. Eventually, the logic of it broke down since we all buy different databases. We chose not to participate due to a clause stating that we could not negotiate databases on our own. The issue with the document is that there is no rural or regional representative on the task force. John Walden will talk to the group about this. Rachael volunteered to be on the committee as a representative.

**Next Meeting:** Thursday, May 24<sup>th</sup> at 10:30 am. Location – Dorchester County Library, Cambridge, MD

**The meeting was adjourned at 11:30pm.**