

Board members in **Attendance** were Christian Mash, Fred Fox, Tina Buckel, Linda Ashby (Zoom), Clinton Bradley (Zoom), and Diane Nye-Paugh (Zoom). Staff members present were Thomas Vose, Library Director, Nicole McCullough, Executive Assistant, and Melissa Custer, Friendsville Branch Manager.

Christian Mash called the **Meeting to Order** at 4:03pm.

Meeting Minutes from the March meeting were not available and were deferred for review at the next regular meeting.

The **Financial Statements** from March 2024 preliminarily reviewed by the Trustees; however, due to the late reconciliation of the bank statements, the Trustees reserved approval of the financial statements until later review. Tina did question the credit of \$1,765 reported for the current health insurance period. Thomas advised that he would review that entry and follow up with the Trustees.

The **Director's Report** was reviewed by the group. Thomas requested a letter of endorsement from the Board of Trustees in support of the Friendsville New Building Capital Grant request.

Old Business was discussed:

- Thomas extended an invitation to the Board to attend the Board Summit on May 16th, 2024. Christian and Tina indicated they will be attending and will not require overnight accommodations.

New Business was discussed:

- Jason Burkett from Edward Jones was unable to attend the meeting and the discussion was tabled till the next meeting.
- Thomas informed the Trustees about the Community Trust Foundation (CTF), a grant making, public charity organization that focuses on supporting positive change in Allegany, Garrett, and Mineral Counties. He suggested that we look into exploring a partnership with CTF to aid in our own foundation planning initiatives. Christian advised that we form a planned giving committee to review, study, and make recommendations for foundation planning. He indicated that an endowment/foundation planning is an integral part of the REL's strategic five-year plan. Using the Friends 501(c)3 to propose the endowment and transition the Quilters to Friends were suggested as preliminary foundation planning support efforts. Fred indicated that he would like to serve on the planned giving committee.
- The group reviewed Policy #401 – "Materials Selection". Revisions were made to this policy to include verbiage that indicates library materials are provided for the interest, information, and enlightenment of all patrons and that the REL does not exclude materials from the collection based on the background of their creators or remove them based on partisan or doctrinal disapproval. Tina made a motion to approve the revisions to Policy #401 – "Materials Selection" as presented. Fred seconded and the motion carried unanimously.

Other Business was discussed:

- Thomas reported that he reached out to secure an additional quote from another company in the bonding process of new employee Nicole. He received a much lower quote than the previous bonding insurer, but wanted to ensure that the paid services and coverage were comparable. Christian thanked Thomas for being fiscally responsible and advised that as it is a requirement for the Executive Assistant position, that Thomas could proceed without the requirement of a Board vote. Thomas advised he would do further research and move forward with the bonding process.
- Thomas presented a new fundraising collaboration between the REL and the Grantsville Lions Club to bolster school library collections and celebrate National Library Week. Throughout the month of April branches of the REL will be collecting funds and requested materials to provide to schools in the Northern end of the county.
- Thomas indicated that he will be presenting the 2025 Budget Defense Presentation with the Garrett County Commissioners on May 6th, 2024 and would appreciate Board representation.
- Thomas provided the most updated design packet for the Friendsville Library rebuild and indicated the design stage is mostly finalized. He reported that the state funding spending is on track and he is hoping for additional federal funds. He advised that the library must be prepared for demolition by October 2024 and he advised the builders to be cognizant of construction in Garrett county fall and winter. He advised that library clean out would likely start in August. Nicole suggested selling the fixtures and furniture, yard sale style, to earn some money.

The next meeting will be held Thursday, May 9, 2024 at 4:00pm at the Grantsville Library.

Linda made a motion to **adjourn Open Session** at 4:47pm. Fred seconded and the motion carried.

Minutes taken and respectfully submitted by Nicole McCullough.