

THE TALBOT COUNTY FREE LIBRARY  
100 W. Dover St.  
Easton, MD 21601  
Minutes of the Board Meeting  
May 15, 2025

The meeting was called to order by Susan Sherman at 5:00 pm. Meeting held at the Easton Library.

Attendees: Susan Sherman, Charles Yonkers, Andrew Thaler, Mary Pellicano, Alexis Roiter, Ron Engle, Mia Mazzeo, Student Liaison to the Board, Director, Dana Newman, Scotti Oliver, Assistant Director, Shauna Beulah, St. Michaels Branch Manager, Represented the TCFL.

Excused: Pete Leshner, Talbot County Council Liaison, Don Abbatiello, Town of Easton, Sandy Boyd, Robert Forloney, Vivi Morris, Student Liaison to the Board, Terry Moore and Sue Regier

**Action Items:**

- **Board members voted on and approved the April 17, 2025 minutes.**
- **Board members voted on and approved the Treasurer's Report: Income and Expense Statement & Statement of Activities reports.**
- **Board members will vote on policy changes to the staff handbook over the next six board meetings.**
- **A reminder that there are several outreach events coming up that board members are welcomed to sign up for. A sign up sheet was circulated.**

**Review of the April 17, 2025, Minutes:** Susan Sherman asked the board if there were any changes or corrections. Hearing none, asked for a motion to approve with Charles Yonkers moving and Ron Engle seconding. All were in favor with none opposed. The motion carried.

**Advocacy sharing:**

Charlie Yonkers shared that he was in the library last week with friends who are career public school teachers. When he showed them the children's area they said it was the best they have seen and they are from metropolitan Palo Alto, CA. Charlie shared this uplifting story with Dana.

Mary Pellicano encouraged everyone to keep sending advocacy letters. We need enough signers for the upcoming appropriations bill.

Shauna Beulah shared that she and Amy Wise did outreach and advocacy when they were at the St. Michaels Farmers market. We talked to visitors about the renovations and the 100<sup>th</sup> Anniversary. We gave away a lot of books and met a lot of new people. It was an excellent event.

Andrew Thaler told us that he continues to help run the Dungeons and Dragons in St. Michaels and has been great seeing the same kids. We might expand D & D over the summer.

Becky Amaral has been promoting CCBF with fellow teachers and we look forward to having Laura Powell come to our school to tell us about Summer Reading.

Susan Sherman relayed that she was able to attend the Talbot County Council hearings and was able to advocate for the library. We also had a chance to thank Council members.

**Old Business:** None

**New Business:**

**Budget update:**

Dana thanked the board for attending the Council hearings. We thanked Council members for the proposed \$100,000 for our new book collection and the 2.5% COLA raise and mentioned library staff should receive a comparable 1% step increase like the County staff receive. The library is set to receive our capital outlay request.

**St. Michaels update**

Dana shared a short video of the construction crew putting up beams at the St. Michaels new library site. Emma put this video together and it can help give the public a sense that things are happening with the construction process. There is also a construction blog, thanks to Emma and Bob, that can keep everyone updated on the progress. The website will not only have updates on the construction but also of the collection, carpet and tile choices and much more.

**Staff Handbook – highlight updates (vote on policy changes in June)**

Dana thanked Scotti Oliver and Lisa Birou for all their hard work in getting the handbook edited. We are now having an attorney review it. Policies from the staff handbook will be brought to the board over the next 6 months as there are quite a few policies that have been updated. Dana then highlighted some of the proposed changes. Board members are welcome to review the entire handbook.

**President's Report-**

Susan Sherman congratulated Don Abbatiello for his winning the election of the Town of Easton President. Also, congratulations to Mia and Vivi for receiving funds from the Friends for STEAM camp. They did a great job presenting to the Friends. The social gathering of the three boards at The Ivy Café was wonderful and we hope to do more of these kinds of events in the future. Thanks to all who planned it. There was an article in *The Star Democrat* on the 100<sup>th</sup> Anniversary of the Library with a great photo of Dana and Emma. Dana was also featured in a radio interview.

**Treasurer's Report**

Mary Pellicano had sent out her report for board review and is included in these minutes. Earlier, the finance committee reviewed the Income and Expense report & Statement of Activities and approved the documents. To note:

- We are a month into the 4<sup>th</sup> quarter of the fiscal year, and we have received 72.7% of budgeted revenue.
- On the expense side, we are at 71.2% of what has been budgeted, which is about 5% below where we were last year at this time.

Susan Sherman made a motion to accept the Treasurer's report with Becky Amaral moving and Andrew Thaler seconding. All approved and none opposed. The motion carried.

**County Council Representative's Report-** Pete Leshner was not present and did not have a report.

**Easton Town Council Representative's Report** –Don Abbatiello was not present and did not have a report.

**Librarian's Report-**Dana added a few highlights to her report:

- Please help promote the CCBF10 festival on June 7<sup>th</sup>.
- Summer Reading program begins soon, and the theme is Color Our World. All were encouraged to share the brochure with the community. T-Shirts will go on sale soon.
- Maryland Opera event is May 22<sup>nd</sup> and it is our first 100<sup>th</sup> Anniversary event of the year.
- We will also be starting an Oral History recording program where volunteer Dick Peskin will be in charge of this. He will be capturing library stories, such as what does the library mean to you and we hope to have folks that remember the book mobile and other past memories. We will start with library staff & board members in June & July and then in August & September he will record the stories of those in the community. Stories will be recorded and put on our website.

**Diversity and Inclusion Committee-** Charles Yonkers had sent out his report included in these minutes. One highlight was noting that through the Talbot Equity Coalition, there is a consultant who would be available to the board if we have an issue that comes up.

**Teen Liaison-** Mia reported that they received \$1,250 from the Friends to purchase items for the STEAM camps. Both camp sessions are now full. We are busy now creating new lessons.

**Nominating Committee:** Robert Forloney was not present and did not have a report.

**Friends' Report-** Sue Regier was not present and so Dana Newman reported on a few highlights. New officers have started, and Frank Carollo is the new President. All are encouraged to attend the Maryland Opera program on May 22<sup>nd</sup>. All are also invited to the Memorial Day parade & the Farmers Market in St. Michaels on May 24<sup>th</sup>. May is Friends membership drive month and so please consider joining Friends.

**Foundation Report-**Mary Pellicano reported that the Foundation board voted to hire a consultant from the Tea Kettle group to help with the 100<sup>th</sup> celebration, cultivating donors and assist with approaching sponsors.

The board meeting officially closed at 6:15 p.m.

**Reminder: Due to Juneteenth being on the third Thursday of the month & the library is closed, the next board meeting is Thursday, June 26, 2025 at 5:00 p.m. at Easton.**

Respectfully submitted, Katie Dodds