

THE TALBOT COUNTY FREE LIBRARY
100 W. Dover St.
Easton, MD 21601
Minutes of the Board Meeting
June 26, 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, Sandy Boyd, Becky Amaral, Alexis Roiter, Terry Moore, Sue Regier, Ron Engle, Vivi Morris and Mia Mazzeo, Student Liaisons to the Board, Don Abbatiello, Town of Easton Director, Dana Newman, Scotti Oliver, Assistant Director, Represented the TCFL.

Excused: Pete Leshner, Talbot County Council Liaison, Andrew Thaler, Mary Pellicano, Robert Forloney

Action Items:

- **Board members voted on and approved the May 15, 2025 minutes.**
- **Board members voted on and approved the Treasurer's Report: Income and Expense Statement & Statement of Activities reports.**
- **Board members voted on and approved to adopt the revised ALA Code of Ethics that is an addendum in the staff handbook.**
- **The board discussed the October board meeting citing that due to the 100th gala being the same night as the board meeting (October 16th) we will meet on Tuesday, November 4th at 5pm.**
- **Susan will send out the board of directors review to be discussed at the September board meeting.**
- **A reminder that Sandy Boyd, Charlie Yonkers and Ron Engle have agreed to serve together on the conflict of interest group. Becky Amaral and Mary Pellicano have agreed to serve together on the strategic plan group.**

Review of the May 15, 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:

Becky Amaral shared that she volunteered at the CCBF and remarked at how organized it was. She relayed that she was very excited to see almost 20 families from her school-a lot of kids came out for the festival.

Charlie Yonkers shared that he was also at the book festival, and it was wonderful to see not only the authors selling their books but the other events were great, such as the Opera Bears, the new children's sensory area and more. I was able to talk with two different families who were very excited about this new sensory area. The children literally ran over to the comfortable and welcoming space.

Dana Newman shared some good news that the Maryland school board approved regulations to align with the Freedom to Read Act. This is a very important and exciting step for us.

Susan Sherman relayed that she also was at the book festival and as she walked around heard from many authors how much they loved the festival. They wanted to thank the library for all their work, so there was a lot of positive feedback.

Vivi Morris shared that she babysits for some small children, and she always tries to help promote library programs.

Old Business: None

New Business:

Staff Development Manual – Adopt revised ALA Code of Ethics

Dana reviewed a few of the listed ethics and explained that it has been a long time since this document has been updated. Focusing on #9, Dana explained that this highlights this statement of values. It was added in 2021 and enhances diversity and inclusion. The board discussed how it is very consistent with our values and is an essential and positive statement to continue to be included in our handbook. Susan Sherman asked for a motion to adopt the ALA Code of Ethics with Becky Amaral moving and Sandy Boyd seconding. All were in favor with none opposed. The motion carried.

October Board Meeting Date

Dana shared that we have a conflict with the October board meeting as it is on the same night as our 100th Gala. She asked the board to come be an ambassador for the evening and help promote all the wonderful events for the evening. We do have to hold a fall board meeting in order to approve the audit and so after discussion on a date, the meeting will be on Tuesday, November 4, 2025 at 5pm in Easton.

Conflict of Interest – Board Working Group

Dana explained that there is a conflict of interest statement that covers both the staff and the board in the staff handbook, but that this statement has not been shared with the board in a long time and that it includes items that may not be relevant to the board. A staff conflict of interest policy might be different than a board conflict of interest and so the suggestion of having a board working group was discussed. This work group can help identify a policy that works best for the board.

Strategic Plan update working group

Dana explained that the strategic plan will end in FY26, and we would like to extend it. In order to do that we need to look at where we are and if we need to add to it. The library will be applying for a grant to have a consultant work on the next strategic plan (2027-2031) to help organize it. We also have two board members, Mary Pellicano and Becky Amaral who have agreed to be on this work group to help review the strategic plan.

President's Report-

Susan Sherman shared that she attended the Juneteenth Festival and was amazed at how many people stopped by the library's outreach table. Many kids stopped by to get books. Susan also relayed that she is on the ESRL board and is Vice-President this year.

Treasurer's Report

Mary Pellicano was not at the meeting and Dana Newman did a brief report for her that was sent out 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 had a lot of end of the year checks to process, especially the purchase of books.
- As of the end of May, our total percentage of the budget spent was 80%. As of 6/20, it was 91%.

Susan Sherman made a motion to accept the Treasurer's report with Ron Engle moving and Alexis Roiter 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. Dana did share that the library is receiving 100% of what we asked for in our budget and so many thanks to the Council for this.

Special Presentation to Vivi Morris and Mia Mazzeo:

Susan and the board wanted to honor our two Teen Liaisons with some special recognition for their service on the board. As High School seniors they will be leaving to go to college, and all were very appreciative of their dedication and service to the board. A special letter was given to each of them, along with a gift card. Dana Newman and Laura Powell, Children and Youth Senior Librarian also thanked them.

Easton Town Council Representative's Report –Don Abbatiello shared that this will be his last meeting as Robert Rankin will be taking his place as liaison to the board. The board all congratulated Don on his election.

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

- Emma Poole relayed that the library's Instagram account has increased followers by 265% and the weekly eBlasts are reaching 14,000 email addresses.
- Dana asked Scotti Oliver to talk about the One Marland One book. Scotti relayed that we are working with many partners and will be hosting Carole Boston Weatherford and her son Jefferey at Chesapeake College in October where they will discuss their book, *Kin*. We will be arranging transportation for area students to attend. The board was encouraged to join us for this memorable evening.
- Sabine Simonson does a great job with our Facebook page and she excels in capturing the events while they are happening.
- The library got 100% of our budget approved and we are pleased that staff will be receiving a 4% cola increase and a 1% merit increase based on an evaluative process.

Diversity and Inclusion Committee- Charles Yonkers had sent out his report included in these minutes. He lifted up the library as continuing to be involved in the community and being aware of the issues.

Teen Liaison- Mia and Vivi reported that the first session of STEAM camp will start soon. We have ordered the shirts and are planning the activities and lessons for the kids. We have a lot of volunteers to help.

Nominating Committee: Alexis Roiter reported that we are looking for a few board members and are trying to find younger candidates. We also want to increase diversity on the board. If any board member knows of someone who might like to join the board, please let her or Robert know.

Friends' Report- Sue Regier had sent out her report included in these minutes. She just noted that the next book sale is on Friday and Saturday, July 26th and 27th. Friends will be at the Easton Farmers Market on Saturday, June 28th. Frank Carollo is now the new President of Friends.

Foundation Report-Sue Regier reported that the Foundation board will meet on July 17th. We are now working with Monika from The Tea Kettle Group to build sponsorships. Sue encouraged the board to help give us input as we seek to bring donations for our October celebration.

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

Reminder: The next board meeting is Thursday, July 17, 2025 at 5:00 p.m. at Easton.

Respectfully submitted, Katie Dodds