

THE TALBOT COUNTY FREE LIBRARY
100 W. Dover St.
Easton, MD 21601
Minutes of the Board Meeting
September 17, 2026

The meeting was called to order by Sandy Boyd at 5:10 pm.

Attendees: Charles Yonkers, Andrew Thaler, Sue Regier, Terry Moore, Alexis Roiter, Ron Engle, Kellsey Stant, Sandy Boyd, Chris Franey, Pete Leshner, Talbot County Council Liaison, Robert Rankin, Town of Easton Liaison Dana Newman, Director, Scotti Oliver, Assistant Director.

Excused: Becky Amaral and Mary Pellicano

Also attending was guest Julie Shaw, Assistant Branch Manager at St. Michaels

Action Items:

- Board members voted on and approved the July 16, 2026, minutes.
- Board members voted on and approved the removal of signatures and subsequent addition of signatures for the two accounts at PNC.
- Board members voted on and approved the background check policy
- Board members voted on and accepted the Treasurer's Report.

Review of the July 16, 2026, minutes: Sandy Boyd asked the board if there were any corrections or changes and hearing none asked for a motion to approve with Charlie Yonkers moving and Sandy Boyd seconding. All were in favor with none opposed. The motion carried. For the record: It is noted that at the July 16th board meeting there was not a quorum but with the email votes of 4 members, the board members then approved the collection development policy and the minutes.

Guest: Julie Shaw, Assistant Branch Manager at St. Michaels

Julie explained her role where she began four years ago doing part-time work and then started to take on more responsibilities. She has a background in teaching and she and her family live in Easton. It is great hearing from patrons about how much they are enjoying the new study rooms, the Friends corner cafe and soon, they will be offering book lockers. It is great seeing an increase in patrons coming to the library. Julie looks forward to the grand opening on October 17th of the new Maker Space area. She is enjoying her new job. All thanked Julie for her work.

Advocacy sharing:

- Sandy Boyd reminded board members that at the next meeting we will continue to share advocacy stories but with a focus on the strategic plan.
- Charlie Yonkers shared that when he was in Albany, NY recently with Peace Corps volunteers, he heard an old African saying that really resonates with how important libraries are. It is a deeply rooted comment in African culture: "When an old person dies, the library burns down."

- Sue Regier shared that in the Talbot Spy there is a survey asking residents what they are looking for in a new County Council. I wrote that we are looking for people who support libraries.
- Terry Moore is hoping someone will be attending the event in Carroll County where a lot of authors will be. Dana mentioned that TCFL staff member Sabine Simonson will be attending.
- Dana Newman shared that we will be advocating for additional digital literacy tools, such as hot spots as there are still patrons who don't have access to the internet. We will also be brainstorming values in the strategic plan at our staff training day on Monday, October 12th. We will break into groups and talk about actions we will take.
- Andrew Thaler relayed that he is teaching environmental science using the dungeons and dragons theme and has written a paper with Robert Forloney as editor.

Old Business: Authorizing old signers to come off the PNC account and keep on new signers. This letter listing the signers will be filed in a separate file.

Dana showed the board the letter showing the former names on the account and asked the board for a motion to approve removing the four names and add three names with Andrew Thaler moving and Sue Regier seconding. All were in favor with none opposed. The motion carried.

New Business:

Introduction of County and Library MOU-(Memo of Understanding)

- Dana showed the document explaining that this is a helpful document as it strengthens our understanding of what the County provides. It gives good guidance without getting too specific. This document outlines the support they give us, such as employee benefits, building maintenance, capital budget support and more. It reviews what the library is responsible for and what the County provides support for. Once the County has made changes to the MOU, the library will send a draft to the board for review, and the library's lawyer will also review it. Board members discussed their concern about making sure the library has responsibility for the collection. It is good to have this statement in writing.

Background check policy

- Dana Newman reviewed the policy and shared with board members that this document has been reviewed by Sandy Boyd and the library's lawyer. This policy covers two areas: employee background check and reference checks. The library is working on creating a release form. This current policy is for staff only and in the future, we will consider creating a basic check for our volunteers, especially volunteers that work with children. The board made one suggestion which was to remove the word criminal in the first sentence as it gets repeated in the paragraph below. Dana asked for a motion to vote on this policy with the one change in the first

line with Charlie Yonkers moving and Andrew Thaler seconding. All were in favor with none opposed. The motion carried.

President's Report:

- Mary Pellicano had submitted her report and Dana added that if any board members would like to attend the MLA event (CML Annual Meeting) on November 7th, to let her and Mary know. Morgan Lehr will speak, and this is the training that is specifically for Board members and Friends.

Treasurer's Report:

Kellsey Stant had sent out her report and is included in these minutes. Earlier, the finance committee reviewed the Income and Expense report and Statement of Activities and approved the documents. To note:

- For the first two months of FY27, the Library recorded a total income of \$451,548 (including the county grant of \$341k) against total expense of \$386,794, for a net-profit of \$64,754.

Sandy Boyd asked for a motion to accept the Treasurer's report with Charlie Yonkers moving and Terry Moore seconding. All were in favor with none opposed. The motion carried.

County Council Representative's Report-Pete Leshner did not have a report.

Easton Town Council Representative's Report-Robert Rankin did not have a report but thanked the library for helping with the 9/11 ceremony by having it inside the meeting room due to rain.

Librarian's Report - Dana Newman added a few things in addition to her report:

- The Community Works series will continue until December with the next session on October 13th at 6pm, *Understanding Economic Development and Tourism in Talbot County*.
- Reviewed budget timelines where a budget is developed in October. At the December board meeting the budget will be introduced, and the library will receive the instruction letter from the county. The budget and supplemental requests are developed, and the board gets involved, and we will use the strategic plan as our guide. We will make any changes needed based on the county's instructions. The library will do a presentation to County staff, and then the county staff relays budget information to the County Council as a group.
- Over a two-year period, we will be getting new carpet and in March or April of 2027 we will start the process by getting carpet in the adult area. The library will have to close for up to two weeks.
- The library has been doing a lot of hiring and Betty Dorbin retired after many years of service at the St. Michaels library. We hope she will come back and volunteer.
- The audit will be presented at the December board meeting.

- Dana reviewed several upcoming programs and encouraged board members to help promote them, including Frederick Douglass day on September 26th, the author Celeste-Marie Bernier will be here September 24th, and much more.

Diversity and Inclusion Committee:

Charlie Yonkers said the committee reviewed the EDIJA public statement that was created in 2019. The statement has been updated and is now on the website. The One Maryland One book is very relevant to what this committee does and is a very powerful book.

Teen Liaison:

Sandy Boyd reported that they spoke with the school Superintendent & school staff about the teen liaisons, and all agreed that we will take this year to plan the process. We will work on getting an application in place.

Nominating Committee: Alexis Roiter did not have a report.

Friends Report:

- There will be a book sale in October on Friday, October 30th and Saturday, October 31st. There is also the Friends Preview Party held on Thursday, October 29th from 5-7pm. If someone is not a member of the Friends, they will be able to join at the door and shop at the sale. They can always use help with the book sale.
- The Friends will host an Improv night on October 16th from 6-8pm. The cost is \$15 per person and is a fundraiser for the library.

Foundation Report:

- There is no report as the next Foundation meeting is Thursday, October 15, 2026 at 9AM.

The board meeting officially closed at 6:30 pm.

Reminder:

The next board meeting is Thursday, October 15, 2026, at 5 pm in Easton.

Respectfully submitted, Katie Dodds