

**Monthly Commission Meeting – March 23, 2021
Via ZOOM**

Commissioners in attendance:	Beverly Wilson Lorie Phillips Carol Fitzgerald Cori Meek John McDonnell
Maryland Representative in attendance:	Stephanie Shultz
Staff in attendance:	Susan Upole Jessica Webb
Absent:	None
Guests:	None

Call to Order: Mrs. Wilson called the meeting to order at 6:07 p.m.

Approval of Agenda: Agenda accepted by consensus.

Approval of Minutes: Minutes of February 23 2021 accepted by consensus.

Communications: Forms received from Merrill Lynch for correction of list of board members.

Financial Reports: Mrs. Wilson reviewed the Treasurer’s Report as distributed via e-mail.
Mrs. Upole reviewed the Operating Budget reports as distributed via e-mail.

Staff Reports:

- Assistant Director – Ms. Webb reviewed her written report as distributed via e-mail. She commented on the county-wide Be Well program that will be conducted beginning April 1 and ending May 6, 2021. Each library will be hosting a virtual program. Delmar will host a Yoga story time.
- Library Director – Mrs. Upole provided her written report via e-mail. She relayed information regarding Brian Cordrey’s stamp collection. Commission recommended she review the collection for possible selection of portions of the collection that would be suitable for donation to the library. She noted the meeting room is not available for public use at this time. Library staff will participate in virtual MLA/DLA Conference on Thursday, May 6. Closing of library on this date was approved by consensus as it was included in library closings on approved calendar with date TBD.

Commission Reports: Mrs. Fitzgerald distributed her written reports of the Council on Libraries meeting and the county Library Advisory Board meeting via e-mail.

Old Business: None.

New Business:

- Handyman is needed for general maintenance and repair items such as installation of memorial bricks and ceiling tile replacement.
- Building needs power washing.

General Public Comments: None.

Commissioner Comments: There was general discussion regarding the April 24th event for library's 81st birthday.

Executive Session: None required.

Adjournment: There being no further business, Mrs. Wilson adjourned the meeting at 7:17 p.m.

Minutes submitted by Carol Fitzgerald.

Minutes approved by consensus on April 27, 2021. *Carol H. Fitzgerald, Secretary*