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**EASTERN SHORE REGIONAL LIBRARY
BOARD OF TRUSTEES MINUTES
May 24, 2011 10:00 A.M.
Wicomico County Public Library
Salisbury, MD**

In attendance: John Venditta, Craig Abresch, Rachael Vilmar, Rick Simpson, Debby Bennett, Tom Hehman, Mark Thomas, Jean Del Sordo, Jennifer Ranck, Chris Roseberry, Chuck Powers, Vicki Greene.

Call to order: Jennifer Ranck called the meeting to order at 10:00 am.

Board Minutes:

John Venditta brought to the Board's attention a mistake in the March 16, 2011 Board meeting minutes. The correction should state that ESRL would have GALE system and keep the Bookflix as well.

Debby Bennett made motion to accept the changes to the meeting minutes for March 16, 2011. Mark Thomas seconded the motion. The motion carried.

Financial Report (Craig Abresch):

The expected carry forward on the Cash Flow statement end of fiscal year 2011 is \$236,000.00. There is one more appropriation to come in totaling \$380,000.00.

Tom Hehman made motion to move into executive session. Debby Bennett seconded. The Board moved into executive session at 10:20 a.m.

Regular session resumed

Author Visit (Jennifer Ranck & Mark Thomas):

Jennifer Ranck and Mark Thomas approached the board about funding for an author visit from Tim O'Brien. They requested \$5,000.00 from ESRL to supplement the total \$15,000.00 cost of his visit and programs. Debby Bennett suggested advertising and integrating the author's book, "The things They Carried", into book club reading.

Jean Del Sordo made a motion to give up to \$5,000.00 towards the Tim O'Brien author visit. Debby Bennett seconded the motion. The motion carried.

Administrator's Report (John Venditta):

Budget – There are several adjustments. One is allowing for a reduction in force equaling about \$20,000.00. Also, John suggested that ESRL add the extra 2% to be taken out for pension to be added back into each employee's paycheck. This is all built into the budget given to the Board.

Debby Bennett asked about getting statistics on the number of users to the Wi-Fi connection to the shore. Rick Simpson stated that we would be unable to provide that.

John went over the projects that ESRL has not started yet. These have no account number listed on the budget. They include constant contact, donor tracking, wireless access points, and collection services.

ESRL will get confirmation next week about the State Revenue, but the numbers shouldn't change drastically. The Board can vote on any Budget adjustments at the next meeting.

Jean Del Sordo made motion to accept the proposed FY2012 Budget which includes reduction in force. Chuck Powers seconded the motion. The motion carried.

Training Coordinator's Report (Sam Eddington):

Sam informed the board that ESRL has sponsored seven trainings so far this year.

Information Technology (Rick Simpson):

Wireless access points update – Network switches will be replaced. Eli is programming and will schedule time to install them at each location. Rick will coordinate with each library branch.

Authority Control update – this project is running well under budget, and is currently on schedule

Donor Tracking & Constant Contact – Rick told the board that he needs the number of emails at each library to get estimate for constant contact cost. The board discussed having eight separate accounts with one master account.

Information Services (Rachael Vilmar):

Rachael discussed Henry Cole's author visit to the eight counties. For next year, she would like to involve the teachers and media for more child engagement. She also talked about Overdrive and purchases ESRL will be making from HarperCollins. October is the renewal for Overdrive. ESRL will know the cost at that time.

The LSTA is going to fund a teen conference that will be at Chesapeake College on April 15th and 16th. There will be a photo contest for teens to participate in. The grant will give \$500.00 worth of graphic novels and \$200.00 of professional materials to each county.

One Maryland One Book – The book is titled "The Absolutely True Diary of a Part Time Indian". The author, Sherman Alexi, will be touring on September 22, 23, and 24th.

Future meeting date: Wednesday, September 21, 2011. The location is to be determined.

Tom Hehman moved to adjourn the meeting. Mark Thomas seconded the motion. The meeting was adjourned.