

Southern Maryland Regional Library Association, Inc.
Board of Trustees Meeting
August 8, 2023
Minutes

Mr. Crupi, the President of the Board, called the meeting of the Board of Trustees of the Southern Maryland Regional Library Association, Inc. to order at 5:06 p.m. This meeting was virtual via Zoom.

Members present: Mr. Crupi, Ms. Darby, Ms. Grahame, Mr. Johnston, Ms. Vaira, Ms. Wells
Members absent:

Also present: Ms. Teagle, Ms. Grant, Ms. Phetteplace, Mr. Pronevitz (Delivery Study), Mr. Rinaldi, Quantum Financial Advisors

APPROVAL OF MINUTES

Mr. Crupi asked for approval of the June 13, 2023 minutes. Ms. Wells made a motion to approve the minutes. Seconded by Mr. Johnston. Motion carried.

CEO REPORT

Ms. Teagle reviewed the CEO report.

FINANCIAL REPORT

Ms. Teagle reviewed the financial report and the June 30, 2023 budget transfers.

NEW BUSINESS

DELIVERY STUDY

Mr. Pronevitz presented the delivery study and the recommendations. Ms. Teagle recommended moving forward with outsourcing the delivery to an in-state firm, Hub City. The board would like to review the outsourcing proposals, and discuss at another meeting in early September.

403B INVESTMENT POLICY

This policy was previously reviewed with the board. Mr. Rinaldi briefly discussed the importance of having an investment policy for the 403(b) plans. Ms. Wells made a motion to accept the 403(b) investment policy as presented. Seconded by Ms. Vaira. Motion passed.

RHRA INVESTMENT POLICY

This policy was previously reviewed with the board. Mr. Rinaldi briefly discussed the importance of having an investment policy for the Retiree Health Reimbursement Account (RHRA). Ms. Vaira made a motion to accept the RHRA investment policy as presented. Seconded by Ms. Wells. Motion passed.

SMRLA STAFF DAY 9-29-23

Ms. Teagle requested SMRLA close on 9-29-23 for a staff training/team building day. Motion made by Ms. Wells to close SMRLA on 9-29-23 for a staff day. Seconded by Ms. Darby. Motion carried.

UNFINISHED BUSINESS

SMRLA BYLAWS REVISION

Mr. Crupi and Ms. Darby are working on the revisions.

CLOSED SESSION

Motion made by Mr. Crupi to enter into a closed session by statutory authority under Article 3-305(b)(1) to discuss performance of employee. Seconded by Mr. Johnston. Motion carried. Entered into closed session at 6:36 p.m.

Members present for the closed session were: Mr. Crupi, Ms. Darby, Ms. Grahame, Mr. Johnston, Ms. Vaira, Ms. Wells

Members absent:

Also present: Mrs. Teagle, Mrs. Phetteplace

Motion made by Ms. Darby to adjourn the closed session at 6:44 p.m. Seconded by Ms. Vaira. Motion carried.

Motion made by Ms. Darby to enter regular session at 6:44 p.m. Seconded by Ms. Vaira. Motion carried.

Action Taken: A one time performance award will be given to an employee.

ADJOURNMENT

Motion made by Ms. Darby to adjourn meeting at 6:44 p.m. Seconded by Ms. Grahame. Motion carried.

The next regularly scheduled meeting of the Board of Trustees is **Tuesday, September 5, 2023, at 5:00 p.m. via Zoom.**

Respectfully submitted,

Ashley Teagle