

Southern Maryland Regional Library Association, Inc.
Board of Trustees Meeting
October 8, 2024
Minutes

Ms. Darby, the President of the Board, called the meeting of the Board of Trustees of the Southern Maryland Regional Library Association, Inc. to order at 4:01 p.m. This meeting was virtual via Teams.

Members present: Mr. Johnston, Ms. Vaira, Karl Adler, and Ms. Darby

Members absent: Mr. Crupi

Also present: Ms. Teagle, Ms. Phetteplace, Ms. Grant and Ms. Walker, DeBlanc, Murphy & Murphy

APPROVAL OF MINUTES

Ms. Darby made a motion to approve the minutes from August 13, 2024, and September 10, 2024. Seconded by Ms. Vaira. Motion carried.

CEO REPORT

Ms. Teagle provided the CEO report.

NEW BUSINESS

AUDIT PRESENTATION

Ms. Walker, of DeBlanc, Murphy & Murphy, presented the FY 24 audit. It was a clean audit opinion, with no findings.

DESIGNATED FUNDS

Ms. Teagle discussed the designated funds and requested that the board undesignate these funds for more flexibility to meet library needs. Ms. Darby made a motion to undesignate the designated funds. Seconded by Ms. Vaira. Motion carried.

SCHEDULE CONTRACT

Ms. Teagle discussed Communico's Schedule module. Ms. Teagle recommended a three year contract to save money, as a one year contract is \$13,875 per year, a two year contract is \$12,133 per year, or a three year contract is \$10,317 per year. Ms. Darby made a motion to enter into a three-year contract for Communico Schedule. Seconded by Mr. Adler. Motion carried.

UNDESIGNATED FUNDS POLICY

Ms. Teagle presented the undesignated funds policy. Ms. Darby made a motion to approve the undesignated funds policy. Seconded by Mr. Johnston. Motion carried.

UNFINISHED BUSINESS

FY 2025 BOARD GOALS

Ms. Teagle gave an update on the status of the board goals.

ADJOURNMENT

Motion made by Ms. Darby to adjourn the meeting at 5:01p.m. Seconded by Mr. Adler. Motion carried.

The next regularly scheduled meeting of the Board of Trustees is **Tuesday, December 10, 2024, at 4:00 p.m. via Teams.**

Respectfully submitted,

Ashley Teagle