

**FREDERICK COUNTY PUBLIC LIBRARIES BOARD OF TRUSTEES  
MINUTES OF VIRTUAL MEETING  
JUNE 2, 2021**

The Frederick County Public Libraries Board of Trustees Meeting convened at 7:00 p.m. on June 2, 2021 via a virtual meeting.

**BOARD MEMBERS PRESENT:** J. D’Agostino, C. Greenway, M. O’Leary, S. Sheppard, C. Smith, K. Spertzel, S. White, and J. Donald, County Liaison.

**BOARD MEMBERS ABSENT:** None

**STAFF PRESENT:** J. Kelly, Director; S. McDuff, Associate Director; B. McDermott, Finance Manager; J. Marshall – Systems Manager; D. Frank-Rice, IT Coordinator; and L. Tibbs, Recording Secretary.

**CITIZEN REMARKS:** None.

**APPROVAL OF MINUTES:** S. White made a motion to approve the Minutes of May 12, 2021; seconded by J. D’Agostino. No further discussion. VOTE: Unanimous.

**CHAIR’S REPORT:** Mr. O’Leary noted that tonight is the last meeting of one of the most long serving members, Candy Greenway. He stated that she has been a model of a board member and utterly devoted to FCPL and its mission. She has always asked tough and hard questions and this helps the entire project so things can be understood better. He noted that although Candy will not be here directly at the board meetings, she will be with us in spirit. Mr. O’Leary stated that he knows he will remember her because he will think “What would Candy say?” and “What would this mean to the library users and how will it work?” It will help all Board Members understand the matter at hand so that our decisions are the best. Candy has always done this in an exemplary way.

S. White inquired how long C. Greenway has been on the board and asked for comments from Candy Greenway about her time on the Board for those who will be continuing without her. Ms. Greenway stated that she has served two terms on the Library Board which is the maximum that can be served. She noted that she respects those individuals who know when it is time to pass the torch and she thinks that those on the Board are well equipped to take FCPL into the next generation. Ms. Greenway stated that it has been her extreme pleasure to serve on the FCPL Board of Trustees. She noted that she started with the Friends of the Library group and then served ten years on the Library Board. She added that she is not going anywhere. She still plans to attend story times, be a big donor and will be watching. She further added that she will probably be attending the Board meetings whether she is a member or not.

C. Smith noted that she has served on the FCPL Board of Trustees for the entire time Candy Greenway has been on the Board. She added that she still has one more year left because she filled an incomplete term. Ms. Smith stated that Candy Greenway came onto the FCPL Board of Trustees with a lot more knowledge that she did because she had been involved in the Friends of the Library and was a dedicated supporter of the library. She added that Candy Greenway has been a contributor to very lively discussions over the years and she appreciates that. She thanked Candy for her service.

Mr. O'Leary stated that this last year has been full of turmoil, change and innovations, and we are not done yet and there are those that care about the library and can provide insight whether they are on the board or no longer on the board but they are very much in the game.

Mr. O'Leary noted that later in the meeting he will be discussing whether members of the FCPL Board of Trustees would be interested in having special meetings to interview new candidates like we did last year for Shemica Sheppard and he will bring this up later in the meeting but wanted to give everyone a heads-up.

### **DIRECTOR'S REPORT:**

**a. FCPL – Update:** Mr. Kelly welcomed everyone to the June meeting; the last meeting before the summer break. He noted that the big news, of course, is FCPL's June 1<sup>st</sup> reopening. Mr. Kelly advised that the County Executive invited him to share FCPL's reopening announcement – along with our pivot to fine free - at last Thursday's press briefing. Local newspaper, radio, and TV outlets picked up the story. He added that a 'welcome back' video was created with the help of County Video Services, which he hoped everyone was able to see on our social media channels.

Mr. Kelly advised that yesterday's opening day went well. Administration staff visited every location and he noted that he was grateful for the opportunity to thank members of our team for their commitment over the past year and talk to staff who were excited to finally welcome the community back into our branches. FCPL saw slow, but steady visits yesterday, a small number of computer appointments, and large stacks of items being checked out. He noted that a friend of his posted photos from her family's visit to Myersville and they left with over 30 books. Many curbside customers came inside when they realized we were open.

Ms. Smith inquired whether you need an appointment to come into the library. Mr. Kelly advised that an appointment is not needed to browse the stacks but an appointment is needed for computer usage.

Ms. White advised that yesterday she visited the Urbana Regional Library and found out that she could go into the library so she did. She noted that Lauren, who works at the Urbana Library, was extremely nice and Ms. White didn't tell her she was a Board Member until later. Lauren showed her around and it was a very pleasant experience. Ms. White was happy to get back into the library again. Staff at the Urbana Regional Library were smiling and very welcoming. Ms.

White also noted that she texted a friend of hers that has a disabled son who loves coming to the library to let her know the library was open and she was so excited and said she would need to get her son over there.

Mr. Kelly noted that Mr. O’Leary had some questions about masks and capacity limits in this phase of our reopening and he was also curious about our Learning from Home initiatives. Mr. Kelly advised that he will now provide those updates.

Regarding masks, they are required in all county buildings. We will offer customers a mask if they don’t have one. If a customer wishes not to wear a mask, staff will offer to provide the customer with curbside assistance. There have been no issues about masks so far. As a reminder, this phase centers on task-based services, so customers are not in for very long and they are accustomed to wearing masks in other retail settings.

Regarding capacity, we are limiting it to 30% in this phase. At the entrances to Urbana, CBA, Thurmont, and Walkersville, we have installed new displays that integrate with door-counters and help monitor capacity. The displays flash green when we are under the 30% and it flashes red when we’ve reached it. While we have not come close to that number in our first two days, if we should, staff will ask customers to complete transactions, so that others can enter the building.

Before jumping to statistics, Mr. Kelly shared a bit of legislative news. A new law took effect in Maryland this week called the *Public Libraries – Electronic Literary Product Licenses – Access*” law. Effective January 1, 2022, “a publisher” who offers to license an electronic literary product to the public must also offer to license the product to public libraries in the state on reasonable terms that would enable public libraries to provide library users with access to that same product. A statement from the Maryland Library Association reads “for libraries nationwide, the terms for acquiring electronic materials are increasingly prohibitive. Currently, libraries pay up to five times more than individuals for an eBook or digital audiobook title and have access to the title for only 2 years or a limited number of circulations before the license expires.” Additionally, Amazon – now a major publisher of eBooks and digital audiobooks – refuses to sell any of its exclusive content to libraries.

By contrast, libraries purchase and lend print titles from publishers, often at a discount. This new law is focused on equity of access. As ALA president, Julius Jefferson, Jr. stated “After decades of negotiating with publishers for full digital market access and fair pricing for library licensing, it is clear that full public access to digital materials will require legislative action.” To that end, Maryland is the first state to have such legislation become law and several other states are considering similar legislation. Libraries simply want the opportunity to be able to purchase content fairly. This law does not set specific terms for licensing, selling, or purchasing and that is where the next steps lie. We will have to see what that looks like.

Mr. Kelly thereafter reviewed statistics. He noted that he will start with the Learning from Home initiatives that Mr. O’Leary asked about. There are a variety of resources that are part of this

initiative including databases, physical collections, targeted programming, etc. Here are a few highlights --

- Brainfuse HelpNow is our tutoring platform and, since our launch in September, we've recorded 6,000 sessions, or roughly, 700 per month.
- Our language learning database, Mango, has seen 6,500 sessions fiscal year to date – which is a 35% increase over the same time period last year.
- We added more than 5,600 new Student Success Cards this year.
- Our team developed 33 Smart Start Kits for pre-k through 5th grade offering a hands-on approach to early literacy, STEAM (Science, Technology, Engineering, Art & Math) and social/emotional well-being. They have circulated over 100 times.
- These numbers give you some indication of the success of our Learning From Home initiatives.

Thereafter, Mr. Kelly reviewed the dashboards.

- The month-to-month numbers for visits and circulation are following the regular trend line. He added that he will be paying attention to these numbers throughout the summer as more customers visit our branches in-person.
- The number of programs offered were up slightly in April, which is not the typical trend.
- New cardholders have been steady and on trend, but again, Mr. Kelly noted that he will be looking at these numbers closely throughout the summer, as libraries nationwide have reported increases in card registrations following their pivot to a fine-free model.
- Wifi use continued to be strong in April.

**b. Budget/CIP Update:** The County Council approved the County Executive's proposed budget and we thank all of them for their support of libraries. Mr. Kelly noted that, as he reported previously, this budget included:

- Per capita funding formulas for materials and for general operating expenses
- 3 additional staff positions including one full-time position for the Bookmobile and 2 part-time positions for Brunswick and Walkersville libraries, respectively, to support Sunday hours.
- And on the capital side of things:
  - A feasibility study in FY22 for a West Frederick City Library with design funds listed in FY27
  - East County Regional Library was accelerated one year with design listed in FY26 and Construction in FY27

Mr. Kelly reminded members of the FCPL Board of Trustees that the next regularly scheduled Board meeting is September 1<sup>st</sup> because we typically don't meet in July and August.

Thereafter, Mr. Kelly noted that he could not close without recognizing that this is Candy Greenway's last meeting as a Board member. He thanked her for her commitment and support during her two terms on the Library Board. We will be delivering a thank you gift to her home later this week. It is a small token of our appreciation for her years of service on the Board.

FCPL has changed a lot over her 10 years on the Board, and, as some might know, her service pre-dates her tenure on the Board – to her work as a volunteer and with her leadership on the Friends of the C. Burr Artz Library group. At times like this, Mr. Kelly noted that there is a tendency to want to reflect on all of the critical decisions Ms. Greenway was a part of, all of the budgets, the changes in administration, all of the policy updates, all of the groundbreaking and ribbon cuttings, all of the ways she helped us grow and evolve and meet the needs of a changing community. But, Mr. Kelly noted that for him, it always comes back to relationships. He stated that when he thinks back on Ms. Greenway’s service to our system, he thinks back over 10 years ago when he became Branch Administrator of the C Burr Artz library. He met with Ms. Greenway and other members of the Friends of the CBA library group and many of our conversations started with “How can I help?” Mr. Kelly noted that he always understood, even when his job changed and we had to have conversations about critical issues, that was how she approached things -- “How can I help?” – no matter what hat she was wearing at the time. Mr. Kelly stated that he is proud of our library system and he knows Ms. Greenway is too. Mr. Kelly noted that, on behalf of the entire FCPL team, he thanked Ms. Greenway for her support and service on the Library Board.

Mr. O’Leary noted that he had asked Mr. Kelly for a brief synopsis of the Learn from Home suite of services. We have entered another transition point in that the physical availability at the physical locations has resumed but not at 2019 levels. Over the past year the library has developed a very effective and labor intensive suite of services that were designed for a virtual environment when the physical access was not available and these have been remarkably successful. Now that physical access is open to the buildings, the virtual services are continuing as well and this is not an easy thing to do. The team has been looking at what the overall suite of services will be now that the physical locations are open but also the fact that people are still utilizing virtual services as well. This is a challenge to maintain. It is a big question of allocation of resources and we will be watching this.

### **NEW BUSINESS:**

**a. Financial Report:** B. McDermott presented the Fiscal Year 2021 financial statement for June, 2021. The data is tentative as of April 30, 2021 and was pulled on May 17, 2021. Revenue is at 74%, which is no change since last month. She added that the contribution/donation/ending fund balance is not reported until the end of the year. As the library quickly approaches the fiscal year-end, she noted that she has been wrapping up FY21 orders to meet County year-end deadlines. There are a few deadlines that she would like to point out. June 7, 2021 is the deadline for completion of library purchases requiring requisitions and June 22, 2021 is the last day staff may use procurement cards to purchase items.

Ms. McDermott thereafter reviewed expenditures. She noted that expenditures are at 76%. Library material purchases increased by 6%. Other operating expenditures also increased by 6% due to the quarterly fleet services and the wireless phone charges that were posted. County Finance posted county in-kind appropriations which was a 2% increase. Personnel and telephone

expenses were a 7% increase over the previous month. Contracted services was the most significant increase at 12% due to Bookmarks design and shredding services that were posted.

Ms. McDermott advised that the numbers are right where they should be as we move into the next fiscal year.

Grants awarded are at \$338,000. There were no new grants awarded since the last update.

As far as grants submitted are concerned, both grants submitted are for the Middleton Branch Construction project. FCPL is awaiting the official notice of the grant award from the Maryland State Department of Education, Division of Library and Services. FCPL did receive notification that the grant award is scheduled to be released July 7, 2021. The amount is \$3,309,000.

Donations are at \$109,000. This includes several generous donations that were received for the Greatest Need, Summer Reading and the branches. This was an increase of \$32,000 over the previous month.

Other endowment revenue is at \$98,000. FCPL continues to earn interest on the Churney CD of \$79.00 and the Glassman Trust of \$3,000. The CBA Trust approved \$17,000 in purchases for the CBA Reimagined project. This brings the total to \$546,000.

C. Greenway stated that when she checks out an e-book, she is forwarded to Amazon.com to get her Kindle book and inquired how much the library is charged for that. Mr. Kelly stated that it depends by publisher as to the cost. In some cases libraries are being charged five times the amount charged to an individual for the same title. For the individual consumer, once you buy that license you have access to it as long as you desire to keep it on your device. When the library purchases the license, depending on the publisher, in many cases we are told that we can have the license for two years or for a certain number of circulations and then it expires. Mr. Kelly advised that being part of the Overdrive and Libby app consortium, FCPL has greater buying leverage, at least for now. Ms. Greenway noted that the reader doesn't have a choice as to how they get the book because it is however the library distributes it. Mr. Kelly stated that what he is talking about is on the front end. It varies by publisher. Part of the purpose of this legislation is to try to get greater equity with that. Ms. Greenway was wondering if Mr. Kelly could give her a ballpark figure of how much it costs for Amazon to distribute a book to her. Mr. Kelly stated that he would have to look into that and get back to her.

J. Donald inquired how much of the Middletown Library construction project is being paid for by grants. Ms. McDuff stated that at this point one half of the design is being paid for by the State. As far as construction is concerned, at this point, we have \$2.3 million out of the \$9.0 million total. We have applied for more funding from the State. We are entitled to apply for up to half but we try to stay under that. All-in-all it is a pretty significant portion being paid by the State, which is more than what we have had in the past. Mr. Donald thanked Sheila McDuff for her effort.

J. Donald thanked C. Greenway for her many years of service. He also thanked everyone on the Board for their service because we have a hard time to get people to volunteer to serve.

Mr. O’Leary noted that FCPL had 23 applicants apply for the upcoming vacancy on the Library Board, which is a record.

**b. Election of Officers:** K. Spertzel stated that Mick O’Leary is in the middle of his term as Chair so we have the positions of Vice Chair and Secretary that need to be filled. She noted that there have been two self-nominations: Karyn Spertzel as Secretary and Jenny D’Agostino as Vice-Chair. If there are any other nominations from the floor, this is the time to make them. No other nominations were made.

Ms. Spertzel made a motion to approve the nominations as noted; seconded by C. Smith. No further discussion. VOTE: Unanimous.

Mr. O’Leary requested that a link to the new legislation and any other information be sent to him and the rest of the Board so that they can learn more about the new legislation. Mr. Kelly advised that a press release came out today from the Maryland Library Association and he will forward that to everyone as soon as the meeting concludes.

**c. Policy Update:** Mr. Kelly advised that in the original packet sent to members of the FCPL Board of Trustees, we shared a draft proposal which called for a customer account to be blocked at 10 days and a customer to be billed for a lost item at 21 days. We discussed aspects of this proposal at our last meeting and a few members of the Board expressed support of narrowing that block and bill window. Since sending you that draft proposal, we learned that our current ILS is not flexible enough to allow us to work that way. In order for the block to appear on a customer account, they must be charged for the item.

In the chart we shared at the last meeting, other library systems appear to block early and then bill later. They are in compliance with the Lifelong Learners Act, because they do not send a bill to a customer until after 21 days, but in order to block the card, the replacement cost of the item appears on a customer’s card between 7-14 days. This is admittedly very confusing and it would be poor customer service, if we went about it the same way. Since we have learned that, with our existing vendor, the block and the bill must happen on the same day, we are proposing that that happen on day 21, the earliest possible time to be in compliance with the law. It currently happens at day 45. Bringing this timeframe down to day 21 cuts it in half.

Our new ILS vendor is currently working on the ability to block and bill in the way we proposed and, if that functionality should become available, we can discuss tightening things up as we previously discussed.

Mr. Kelly proposed that the Board approve this updated policy language for the blocking and bill to happen at day 21. He added that if our new vendor makes the function available for us to separate the block and the bill to be at day 10 and day 21, we can revise the policy. He apologized for sending this new policy at the eleventh hour but staff just discovered that our current database does not allow us to do what we had planned.

Ms. White inquired about the processing fee and whether the amount charged is on a case-by-case basis. The processing fee is assessed in addition to any bill for a lost item. S. McDuff stated that the processing fee is a set fee. She added that we could change the policy to include a specific amount, however, when and if that amount would change, the policy would need to be changed to reflect the new amount. Ms. White stated that she was just curious because it does add to the replacement cost of the item.

Ms. Greenway inquired whether the patron would get a message after 10 days about an item being overdue. Mr. Kelly stated that the customer will receive the same messages they do now before the item is due and when the item is overdue. The customer will not be blocked or charged for the item until day 21. C. Smith inquired whether the notifications will come at the same schedule. Mr. Kelly advised that this is correct. Ms. Smith stated that the language on the notices has changed – it is much more polite. Mr. Kelly stated that it is an internal function and C. Hall, along with our systems and communications department, revised the language. Ms. Smith noted that she appreciates the change.

Ms. Smith thereafter inquired that if someone gets a bill for a lost item but they come into the library a few days later with the book, will that charge get wiped out. Mr. Kelly advised that this is correct. She further inquired whether the patron will be charged a processing fee. Mr. Kelly noted that a processing fee is not charged to the customer.

Ms. White inquired about auto-renewals. Mr. Kelly advised that this was discussed at previous meetings. He noted that a lot of library systems make that change around the same time as going fine-free. He stated that we had talked, as a group, about getting through the summer with this policy change and coming back to the Board in September with a policy change about launching auto-renewals; we are not looking at doing that now.

Ms. Greenway stated that FCPL has not gone to a no fee/no charge program; there are still instances when the customer has to pay a fee. Mr. Kelly stated that this new policy does not take away accountability. It just takes away daily fines. People that have lost items are still going to be accountable to replace those items.

C. Greenway made a motion to accept the policy; seconded by J. D'Agostino. No further discussion. VOTE: Unanimous.

**BOARD QUESTIONS AND COMMENTS:** Mr. O'Leary noted that a question has arisen as to whether or not for this year, or as a regular practice, we want to try to have the incoming board member chosen and orientation completed before going into the first meeting in September.

Ms. Smith noted that in some years we have had enough candidates to interview prior to the June meeting so that we could vote on it but this time we had to go out for a second solicitation since we only received one application. As a result, we are a little behind schedule to interview the



applicants. She added that there were so many people that applied as a result of the second solicitation that we had to review the applications and schedule interviews with the ones that we picked from the top of the list. The interviews will be conducted probably toward the end of June. Ms. Spertzel noted that she hopes the interviews will be conducted around the middle of June instead of the latter part of June.

Mr. O'Leary added that once the interviews are completed and an applicant is selected, everything has to go to the County Council for approval. Last year Joyce Grossnickle did a wonderful job shepherding that through the process.

Ms. Greenway stated that it is her opinion that you would want the new Board Member to hit the ground running at the September meeting; things are changing so fast right now. It would seem to her that if the Nominating Committee selects a candidate, that a special meeting could be held for approval by the Board and then Mr. Kelly would have enough time to acclimate the new member with the process.

Ms. White concurred with Ms. Greenway in that she thinks the new Board Member should be ready to go in September. Ms. White stated that she would be willing to meet during the summer to get this taken care of. Ms. Smith advised that members of the Nominating Committee should probably come to the full Board in July because it then has to go through the administrative process.

Ms. Greenway inquired whether the special meeting would be a closed meeting. Mr. Kelly advised that it would need to be an open meeting with one agenda item listed to hear from the Nominating Committee as to their recommendation and then the Board will take a vote to approve the candidate. Ms. Greenway then inquired whether the interviews are closed sessions. Mr. Kelly advised that the interviews are closed session meetings.

Ms. Smith noted that the September meeting will be held on September 1, 2021 and she asked everyone to keep that in mind so we need to be well ahead of that date. Ms. White inquired how much time is needed to get this to the County Council. Mr. Kelly stated that if the Nominating Committee does the interviews and a decision is made as to who they want to put forward as a new Board Member, then the special meeting for the Board to vote on that selection could be scheduled in July or August. As soon as the Board has voted, the selection is sent to Joyce Grossnickle and she sets it before the County Council for their consideration. If this happens in July, Mr. Kelly stated that he would have all of August to meet with the new Board Member. He also noted that when he meets with the new Board Member, that session is open to any other Board Member who would like a refresher.

Ms. Greenway inquired whether Mr. Kelly is the only person that needs to attend the County Council Meeting. Mr. Kelly advised that he does not attend that meeting. Mr. Donald advised that the County Council usually does not meet during the last week of July/first week of August. He noted that it depends on what else is on the agenda as to whether or not the County Council

meets during that time. Mr. Donald noted that he sits on four other Boards and it usually takes about 4 to 6 weeks from the time the candidate is selected to the time there is approval by the County Council. Mr. Kelly stated that this information is very helpful. Mr. Kelly further noted that once the members of the Nominating Committee meet and select an individual, it would go to the full Board for a vote. At that point, we will need to wait and see when it appears on the agenda for the County Council. Mr. Donald stated that in 6-1/2 years since he has been on the County Council, he has only seen one time when one person voted against a candidate.

Mr. O'Leary inquired whether the County Council meets generally at the end of the month. Mr. Donald advised that the County Council meets every week. Two of the meetings are workshops and two of the meetings are legislative days. He noted that there can be more than two legislative days. Board members are approved on legislative days. Joyce Grossnickle presents everything to the Council Council. He further noted that members of the County Council get all of the applications to review as well. Usually the person that is nominated, goes through with no problem.

Ms. White inquired whether the FCPL Board of Trustees could get everything to the County Council by the third week of July. She further inquired of C. Smith whether the Nominating Committee could have everything finalized by possibly the second or third week of July so that the full Board can meet in July. Mr. Kelly advised that once the interviews are complete and, it is his understanding that the interviews will be completed by mid-June, a full Board Meeting could be held. He further noted that we would need to publicize the meeting and the Board can vote on that one item on the agenda. As soon as the meeting happens, the nominee information can be sent to Joyce Grossnickle. He added that this could happen in late June or early July.

Ms. Spertzel suggested that a full Board Meeting be tentatively scheduled this evening to approve that one agenda item for the first part of July. Mr. O'Leary noted that the first step is for members of the Nominating Committee to conduct the interviews and arrive upon a submitted candidate. If possible, we can set a tentative date for the full Board Meeting and we would shoot for that. If something should happen, we could reschedule the full Board Meeting. He added that members of the Nominating Committee are driving the process at this point and suggested that they decide about a tentative meeting for the full Board to vote on the issue.

Ms. D'Agostino suggested Wednesday, July 7<sup>th</sup> for the full Board to vote on the candidate. C. Smith and K. Spertzel agreed with the date of July 7, 2021. K. Spertzel noted that whatever notices need to be posted for July 7, 2021 should be posted. Mr. O'Leary noted that we would open the meeting and then close the meeting for discussion. At the end of the discussion, the meeting would re-open and members of the FCPL Board of Trustees would vote on the recommended candidate. Immediately after that, the recommended candidate would be submitted to Joyce Grossnickle and she will add it to the agenda for the County Council.

The meeting for the full Board of Trustees to approve the candidate selected by the Nominating Committee will be July 7, 2021. Mr. O'Leary stated that this seems to be a workable schedule

and puts the burden on the Nominating Committee. He added that he has looked at the applications of the candidates and it is a very strong slate with individuals having very different types of qualifications and backgrounds. Members of the Nominating Committee will have a very challenging time in choosing just one person out of a really good group.

In summary, Mr. O'Leary noted that the plan is to have a virtual Board Meeting on July 7<sup>th</sup> to approve the submitted candidate from members of the Nominating Committee. The next day the candidate information will be transitioned over to the County for their review/approval process culminating in approval by the County Council in time for the person to receive their orientation by the September meeting.

Ms. White noted that she really appreciates what Mr. Kelly stated earlier that any member of the FCPL Board of Trustees is welcome to attend the orientation because she would like to do that in order to meet the new Board Member.

Mr. Kelly advised that he will work with L. Tibbs to get the July 7<sup>th</sup> meeting posted.

Mr. O'Leary thanked members of the Nominating Committee for their work.

**OTHER CITIZEN REMARKS:** None.

The next FCPL Board of Trustees meeting will be held virtually or in-person at the C. Burr Artz Library – Community Room on September 1, 2021 at 7:00 p.m.

C. Greenway made a motion to adjourn the meeting, seconded by C. Smith. No further discussion. VOTE: Unanimous.

The meeting adjourned at 8:05 p.m.



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M. O'Leary, Chair  
Frederick County Public Libraries Board of Trustees