

**FREDERICK COUNTY PUBLIC LIBRARIES BOARD OF TRUSTEES
MINUTES OF MEETING
NOVEMBER 16, 2022**

The Frederick County Public Libraries Board of Trustees Meeting convened at 7:00 p.m. on November 16, 2022 at the C. Burr Artz Library.

BOARD MEMBERS PRESENT: J. D’Agostino, T. Lancaster, M. O’Leary, S. Sheppard, and S. White.

BOARD MEMBERS ABSENT: G. Mayfield, K. Spertzel and County Liaison, J. Donald.

STAFF PRESENT: J. Kelly, Director; S. McDuff, Associate Director; B. McDermott, Finance Manager; J. El-Zeftawy, Development Manager; B. Hissong, Community Engagement Manager; J Marshall, Systems Manager; M. Currens, Library Collections Manager; C. Brohawn, Project Coordinator; B. Heltebride, Branch Administrator – C. Burr Artz Library; A. Knight, Branch Administrator – Middletown Library; A. Whitney, Branch Administrator – Thurmont/Emmitsburg Libraries; R. Frecker, Branch Administrator, Walkersville Library; S. Yates, Branch Administrator – Urbana Regional/Point of Rocks Libraries; R. Cox-Steib, Branch Administrator – Myersville Library; J. Diaz, Branch Administrator – Brunswick Library, R. Bowman, Account Supervisor – County Finance Department; and L. Tibbs, Recording Secretary.

CITIZEN REMARKS: None.

APPROVAL OF MINUTES: S.White made a motion to approve the Minutes of October 12, 2022; seconded by M. O’Leary. No further discussion. VOTE: Unanimous.

CHAIR’S REPORT: Ms. D’Agostino shared an experience by her family. Her daughter, who is 9 years old, picked up a graphic novel, When Stars are Scattered. She added that her daughter was telling her about the story and her daughter told her that she should read it. Ms. D’Agostino started reading it and her 6-year old asked her to read the book out loud. The story is about two young boys who are refugees from Somalia and they are in a refugee camp in Kenya. The two boys spent 15 years of their life there. She added that she thought it was very cool that this story started so many conversations for her family. It became a family storytime which was great. Thereafter, Ms. D’Agostino thanked the library for having books like this and hopes that people will think about the library on #GivingTuesday.

DIRECTOR'S REPORT:

FCPL – Update: Mr. Kelly welcomed everyone to tonight's meeting. He thanked Shemica Sheppard for representing the FCPL Board of Trustees at the Citizens for Maryland Libraries Annual Meeting on October 15th. He noted that he and Shemica attended the meeting and heard from keynote speaker, Dr. Martin Garnar, Director of the Amherst College Library and Editor of the Intellectual Freedom Manual. Thereafter, they heard from Veronda Pitchford, with Califa and InfoPeople, who talked about library board cultures, communication, conflict and the impact these things have on library board effectiveness. He noted that we may be considering these topics as well as others in the coming months as we consider the results of the Statewide Board Effectiveness Survey, just released by the Maryland State Library. A copy of the survey was provided to members of the FCPL Board of Trustees.

Mr. Kelly noted that FCPL has 3 priorities as part of the Strategic Plan - to Expand Access, Build Bridges, and Spark Excitement. Here are some of the ways that we've done that work recently.

Expand Access – FCPL invited new customers to join the library and looked for ways to broaden the perception of the library in the community. Library staff throughout the system participated in more than 40 unique outreach events and opportunities for Library Card Signup Month. Among the sites our team provided outreach were Thanksgiving Farms, Hood College, the Great Frederick Fair, Mount Airy Duck Race, Middletown Heritage Day Festival, and 40 Fest. For the entire month of September, staff created 1,577 new library cards, exceeding last year's number of 1,204, the previous high-water mark. One of those events was Middletown's 34th Annual Heritage Day Festival and Parade. The team from Middletown spoke to 373 people about the library and issued new library cards. While they were there, they made book recommendations, helped folks download and use the Libby app on their phones, shared upcoming programs, and talked about the new branch to many excited people. Mr. Kelly noted that FCPL met communities where they were beyond our bricks and mortar. Point of Rocks staff attended the aforementioned event at Thanksgiving Farms on September 10, 2022. The event generated great excitement among regular FCPL customers and the team heard things like -- "It's so fun to see the library at the farm!" and "I've been an FCPL patron my whole life and I love seeing you guys here." Staff spoke with 60 people, issued new library cards and checked out books to folks.

Build Bridges – FCPL served as a place for conversations. The C Burr Artz library hosted their first ASL Immersive Storytime for Deaf, Hard of Hearing and CODA Families. They had nearly 30 people in attendance at their first storytime and will continue this program monthly through the fall, featuring different presenters each month. Starting in October, they added a playgroup because they heard the desire for the parents to stay, visit, and connect after the storytime. They will be moving the program to a larger room to accommodate the crowds.

Spark Excitement – FCPL produced events that celebrated our diversity and inspired growth. Urbana Regional Library hosted an author discussion with Dr. Shirley Moody Turner, who edited a new collection of works and writings by Anna Julia Cooper. This discussion was a partnership with the AARCH Society. Dr. Turner spoke to 38 attendees about Anna Julia

Cooper's life and work as writer, teacher, and activist who championed education for African Americans and women.

Mr. Kelly added that in addition to the work he highlighted above, he wanted to take time to honor the daily impacts of library services with this brief illustrative story. A few months ago, a staff person here at the C Burr Artz library showed a semi-regular customer how to access audiobooks on his phone using Libby and Hoopla. He now comes in every few weeks to tell them what he's reading and to thank them for showing him these services. One day this month, he came in and told the team he just finished his 59th audiobook and is down 20 pounds, because he's been listening to them as he's walking and working out. He said his goal is to lose weight so that he's no longer diabetic. When staff told the patron they were glad the "audiobooks" had been such a great help, he corrected them by saying "no, the library was such a great help". Stories like this are happening in our branches every single day. Empowering people and building community happens one interaction at a time and this is just one meaningful example. Mr. Kelly added that he is grateful to be able to share the hard work of our team.

Pivoting to statistics, Mr. Kelly noted that during this time of year, things typically slow down after the summer rush and that trend holds true on the Dashboard. Circulation and visits are still strong, but they do follow the historic cooling trend this month. As some of you have correctly noted, the 3-year average line on your dashboard is good for demonstrating general trends, but to get a more accurate picture of where we are, we asked Courtney Brohawn, our Project Coordinator, to compare current year numbers to pre-COVID figures. When she compared the September to historical data, she found that we are now surpassing our total monthly circulation when compared to the pre-COVID statistics from August and September of Fiscal Years 18, 19, and 20. And, let's remember that those years were high water marks for our system, so this trend is worth highlighting and we'll continue to watch it. While it is still too early to make projections, if the usage trends hold, FY23 could be a record-breaking year for our public library. New cardholders and wi-fi use continue to trend high. Programs offered and attendance are both performing above average. Under social media, you can see that our grant-funded Book Bike made the national spotlight when the American Library Association's Public Policy and the Advocacy Office shared the news of our Book Bike on their Twitter feed. Looking at our year-to-date numbers – visits are the highest they've been since before the pandemic and just slightly below our FY20 peak. Mr. Kelly noted that this year's circulation figure is the highest it's ever been. Additionally, YTD card registrations and wifi-use are also at record levels.

The FY23 First Quarter Report was sent to you today and focuses on a few data points which directly support our new Strategic Plan – the priorities of which are noted in orange on the Dashboard. For each statistic, you'll see first quarter measures compared to where we were last year. This demonstrates the significant gains we've seen and the fruits of the team's labor.

Budget/CIP Update: On the operating side of things, the big news this month is the audit. You'll hear a full report momentarily and then you'll be asked to vote to accept the results of the audit.

On the capital side of things, Mr. Kelly provided two brief updates on the Middletown and West Frederick projects.

Middletown construction remains on track. Mr. Kelly reminded members of the FCPL Board of Trustees that the design and construction phases of this project are being supported by \$3.5 million dollars in state capital grant funding. To give you some context, the State's Library Capital Grant program sets aside just \$7.5 million annually to help support library projects all across the entire State of Maryland. Since statewide needs far surpass this available grant funding, this is a competitive application process. The \$3.5 million that FCPL received for the design and construction phases of the Middletown project is a significant award and the regular reporting, especially of late, is very labor intensive. He gave credit to Sheila McDuff for ensuring that this reporting is completed and that questions from the Maryland State Library and the Department of Budget and Management receive timely responses.

Next, Mr. Kelly provided an update on the West Frederick Branch Library. As you all know, the County Executive is hosting a community meeting tonight at Hillcrest Elementary school where she plans to share the new City proposed site and possible options for moving forward. G. Mayfield is attending on behalf of the Board and Catie Hall and Sam Jones are attending on behalf of FCPL. I look forward to hearing tomorrow what we learned from tonight's meeting.

Mr. Kelly reminded the Board that there will not be a Board Meeting in December, but we'll return for our next meeting on January 4th.

Ms. D'Agostino inquired whether there will be ASL storytimes at other branches besides the C. Burr Artz Library. Mr. Kelly stated that in the future they may be expanded to other locations but for now, they are being held at the C. Burr Artz Library. R. Frecker added that Walkersville Library provides ASL storytimes as well.

Ms. D'Agostino inquired about County growth versus FCPL's tracking of user/card holder numbers. Mr. Kelly advised that FCPL's active card users are removed after awhile if the card is not used so that number fluctuates all of the time. He further noted that we will provide population numbers to the Board versus FCPL active card holders.

Mr. O'Leary noted that several months ago the Board was having discussions about whether the Board would like to consider benchmarking or evaluation of the Board. Now that we have the Statewide Board Effectiveness Survey, he suggested that the Board might revisit whether the Board wants to do some sort of benchmarking or evaluation exercise.

Mr. O'Leary further noted that the circulation numbers associated with digital content is substantial. The percentages are now higher than they had historically been before we closed due to COVID.

NEW BUSINESS

a. Audit Presentation: R. Bowman, Accounting Supervisor with Frederick County Finance Division, provided a PowerPoint review of FCPL's financial information as of June 30, 2022. This information has been audited by external auditors. The first slide covers the revenues for the fiscal year ending June 30, 2022. It shows a comparison of the budgeted amounts versus actual amounts. Overall revenues were about \$234,000 higher than they were in Fiscal Year 2021 although it is difficult to compare the two due to COVID closures. However, revenues were lower than the budgeted \$5.5 million. She thereafter displayed a chart that shows 82.29% of the revenue for the library comes from Frederick County Government and the next significant portion comes from the State Grant contribution. The next slide that was shown compared budget to actual expenditures. This slide shows a favorable variance of \$1.4 million. The budgeted amount for expenditures shows \$17.6 million and actual expenditures were at \$16.2 million. Overall, FCPL's expenditures increased \$952,000 over Fiscal Year 2021 but she noted, that this was again compared to Fiscal Year 2021, when expenditures were down. The next slide reflected that 64% of expenditures was actually for staff salaries. She thereafter reviewed a slide that reflected a comparison of revenues/expenditures/transfers from general fund for FY20, FY21 and FY22. She noted that there was a transfer from the general fund of Frederick County to FCPL in FY22 in the amount of \$11.24 million, which was an increase of \$867,000 over the previous fiscal year. Ms. Bowman reviewed a slide reflecting Schedule of Revenues and Expenditures and Changes in Fund Balance. She noted that the budgeted fund balance in FY22 was approximately \$835,000, which was about a \$200,000 increase from the previous fiscal year. She also noted that revenues exceeded expenditures for FY22 by almost \$300,000 and this falls to the fund balance and goes toward FCPL's unrestricted ending fund balance for use in the next fiscal year. Thereafter, she added that the unrestricted fund balance available for use in FY24 is \$977,762. The next slide reviewed was the Statement of Net Position. Assets increased \$884,000, which is mainly the result of contributions from the primary government to the library system. She further noted that liabilities increased \$77,000 from last fiscal year and most of that is due to the increase of "other revenue" which is essentially the endowment funds that are set aside for designated programs. As of June 30, 2022, the total endowment account balance totals \$956,000, which is an increase of over \$400,000 from last fiscal year and which is partially reduced by the reduction of payroll liability because the last pay period of the fiscal year fell exactly on June 30th.

Additional discussions ensued regarding depreciation and the difference between unrestricted funds versus the Board discretion fund.

T. Lancaster made a motion to accept the audit as presented; seconded by M. O'Leary. No further discussion. VOTE: Unanimous.

b. Financial Report: Ms. McDermott presented the Fiscal Year 2023 Financial Report for the month of November. She noted that the data is tentative as of September 30, 2022 and was pulled on October 22, 2022.

Revenues collected are at 26%, which is a 19% increase from the previous board meeting. FCPL received a transfer from the Maryland State Education Grant in the amount of \$303,000. The County posted the first quarterly transfer from the County General Fund of \$3,000,000 and posted the in-kind revenue of \$181,678. She noted that there was an increase in passport revenue of \$3,600, Miscellaneous Operating Revenue of \$8,739 and Library Material Recovery of \$80. As a note, Ms. McDermott added that as FCPL ends the first quarter of Fiscal Year 2023, FCPL revenues are 6% higher compared to Fiscal Year 2022.

FCPL's expenditures are at 24%. Ms. McDermott noted that there was an increase of 13% to the equipment line for technology replacement and miscellaneous equipment. Library material purchases increased 8% for monthly e-content and book order purchases. Other operating expenditures increased 6% for programming activities and supplies. The county posted the personnel, telephone, security and in-kind expenses and those four lines combined were a 25% increase for the month. Ms. McDermott added that as we end the first quarter of FY23, she would have expected expenditures to be around 25% but since FCPL is below the projected budget, she is happy to advise that FCPL is right on track.

Grants Awarded are at \$1,061,100. Grants submitted are at \$267,989. Ms. McDermott advised that there were no changes to the grants awarded/submitted from the previous month. She noted that staff continue to make progress with each grant and are working on new grant applications which will be reflected on the next financial report.

Donations increased to \$29,571, an increase of \$5,466 from the previous month. This includes several generous donations that were received for Greatest Need, Spelling Bee, Maryland Room and the branches.

Other endowment revenue is at \$76,972. This is as a result of an increase of \$75,292 from the C. Burr Artz Trust which is to be used for the sole benefit of the C. Burr Artz Library. Ms. McDermott noted that each year FCPL and the C. Burr Artz Trust Board of Trustees develop a budget plan to be used for the sole benefit of supporting the C. Burr Artz Library. The budget includes technology, Frederick Reads, programming, miscellaneous projects, the Frederick Speaker Series and Concert Series, flowers at the walkway and terrace, material purchases and so much more. She added that FCPL is very appreciative of the C. Burr Artz Trust.

Ms. McDermott noted that this brings the total to \$1,167,643

At the conclusion of her presentation, Ms. McDermott thanked County Finance for presenting the Fiscal Year 2022 Audit to the FCPL Board of Trustees Finance Committee on November 2, 2022 and to the full board this evening. The County Finance Department spends a lot of time creating the documents for us.

Ms. White inquired about Sheriff Security noting that it is only at 9% and this seems very low as compared to what was budgeted. Mr. Kelly explained that FCPL has not needed as many hours. FCPL receives a pot of money for security and we use it at our discretion. He also noted that FCPL may have had hours available but none of the deputies were available to work. Ms.

D'Agostino inquired whether security is only at the C. Burr Artz Library. Mr. Kelly advised that it is generally just at the C. Burr Artz Library.

General discussion followed regarding the ending fund balance.

c. Middletown Library Update: A. Knight, Branch Administrator of the Middletown Library, provided an update on Middletown Library. She noted that she is excited to present about the small but mighty Middletown Library Branch, The Middletown Library is one of the smaller branches at FCPL. A teen patron recently described the library like this – “I just love this small, cozy library!”. The Middletown Library is 2,500 square feet. It is a one room library and every square inch of the library is used and loved by the community. She noted that after school the library is the place to be. Teen Tuesdays is very popular. Teens visit the library to socialize after school, play games, and engage in DIY activities. It is not unusual for half of the library to be filled with teens and all their backpacks on Tuesdays. She added that teens also come to the library after school just to hang out and/or study.

Ms. Knight stated that the children's area was filled to the brim when we welcomed The Middletown Fire Department for a special storytime. The event was so well-received by the community, that the fire department crew came twice. The children loved to stop, drop and roll with the firefighters and loved getting in and out of the fire truck. The children also got to see a firefighter get dressed in their gear, get in an ambulance and the Fire Chief even read the children a story.

She further noted that it is not uncommon for library programs at Middletown Library to spread beyond the walls of the library (outside and inside) like at our Fall Fest which attracted kids of all ages for pumpkin painting, sensory table fun with corn and inside crafts. The Annual Harry Potter Event is a community favorite activity with over 150 people in attendance to make potions, compete in dragon egg races, make buttons and attend a herbology class.

Thereafter Ms. Knight added that adults in the community also attend regularly scheduled programs on topics like health and wellness and programs about the environment. Once a month on Saturday mornings a harpist comes to play and this has been very well received by the community. It was great to see our customers eyes light up as they walked into the library to soothing harp music. Once customer described feeling “blessed to have stopped in the library on this morning to get a book and hear the beautiful harp music.”

Ms. Knight added that the Middletown Community loves the library and we felt the love when we received first place for our library scarecrow, however, the truth is that the community created this year's scarecrow. The Friends of the library, along with staff from the Middletown library, worked together to create this year's scarecrow. And, for a couple of weeks, children, teens and some adults decorated the scales, so the library scarecrow ended up being a community scarecrow.

She further added that staff are so happy to be able to attend community events again and the library table is always a popular destination to get a library card or a glow-in-the-dark tattoo. Ms. Knight added that at this year's Heritage Festival, staff spoke with hundreds of people. Staff

provided book recommendations, helped customers download the Libby app and get digital books and, of course, staff answered many questions about the new library.

The Middletown Library was happy to partner with the Middletown Recreation Council to be part of the family fun at the Color Me Autumn Festival. Families came to FCPL's tables to make wreaths and we issued library cards and shared program opportunities available at the library and also answered questions about the new library.

Ms. Knight stated that staff are especially excited that the Middletown community will be able to enjoy a new library very soon. This small, but mighty, library is excited for all the new possibilities to explore with a new building. She noted that things are coming along at the new library site. The ground has been leveled and built up. Customers are asking questions about the progress daily. Some of the things that our customers are looking forward to the most are the larger building and work space, an increase in collection size, study rooms and meeting rooms. The teens are thrilled that there will be an area just for them and parents are excited to have a space for storytime and a separate children's area

Thereafter, Ms. Knight noted that the staff at Middletown Library are very lucky to work at a place where people tell us every day that we make their lives better. Working at a small community branch, we really get to know our customers and feel connected. The Middletown Library is a small library but a mighty library that loves the community. Everyone is excited for what is to come!

d. Human Resources Update: Ms. McDuff provided an update on human resources. She mentioned that members of the FCPL Board of Trustees have posed some questions recently about what our staff and hiring diversity looks like. As a result, she provided a comprehensive overview of where we are, the work we are doing in this area and what we see as future goals and challenges.

The FCPL Human Resources Team is small. Ms. McDuff advised that she oversees the Human Resources Department in addition to other things she does for the organization. Angie Archibald is the Personnel Supervisor and she is fantastic. Christie Bowman has been with FCPL for a long time in her position as Personnel Assistant. She is fantastic and has so much institutional knowledge and a great relationship with the County Human Resources Department to help facilitate all of the things that we need to do. It is great to have someone in our department who has been here that long. FCPL's human resources group work very closely with the County Human Resources Department. We represent over 260 staff members. FCPL is relatively independent on our day-to-day work even though we work in conjunction with the County Human Resources Department. Our work includes the entire recruitment process, the development of job descriptions, advertising, candidate reviews, testing, interview coordination, reference checks, job offers and onboarding. This entire process falls to the three of us. We also work on position classifications, employee performance evaluation training and oversight, employee relations and formal discipline, staff training and development, timesheets, responding and directing staff to appropriate resources for leave benefits, payroll, etc.

Thereafter, Ms. McDuff reviewed the DEI work that Frederick County Government is doing. This work started in 2019 for the County. They established a DEI Committee, however, they didn't hire their Chief Equity and Inclusion Officer until the Fall, 2020. She added that most of the work started after the hiring of the Chief Equity and Inclusion Officer. In the Fall of 2020, members of the committee reviewed the County website, the language in job ads, and list of job boards where the County advertises. They created a mission statement to guide them. In November, 2021, they hired an outside DEI consultant firm to perform an audit of county government. She noted that Angie Archibald is on the County's DEI Committee as a representative. In November, 2021 stakeholder focus groups were created, stakeholder interviews were conducted and a DEI survey was sent out to all county employees. It is expected that the final results of the audit will be available in December, 2022.

Ms. McDuff noted that the County hired an Equity and Inclusion Coordinator to support the department. Thereafter, 8 sub-committees were formed to target the research of specific areas through a DEI lens. The sub-committees have been working on creating reports regarding their research and share recommendations to the full committee for action. Right now they are nearing the end of a broad scope look and getting this outside perspective on where the County is in relation to DEI. She added that you will see that the work that the County is doing is well-mirrored by our own efforts. FCPL started a little earlier in October, 2020. Other departments in the County have not gone down this road yet but FCPL established work groups in 2020 and Phase 1 included identifying 5 core members, 8 ambassadors that represent all library branches and consist of staff with different job titles from various departments. Framework was established, a charter was created and the workgroup shared a Vision and Commitment Statement to serve as guiding principles. They also provided training for managers to preview the work that was coming in July, 2021.

Phase 2 of FCPL's work started in the Fall of last year with staff education and culture building. That included developing a shared vocabulary and expectations for discussing issues relating to DEI that included a Brave Space Agreement. FCPL had the Chief Equity and Inclusion Officer, Michael Hughes, attend our staff day in 2021. Staff started prepping for the "Word of the Month" campaign for staff, provided supervisor training for the work that was coming and launched Word of the Month in January, 2022.

FCPL is just embarking on Phase 3. FCPL will have an outside consultant come in and conduct an audit for FCPL. After the audit is conducted, there will be an action plan based on the results of the audit and the action plan will be created for different areas of focus, including short-term and long-term goals and measures. FCPL will be continuing Word of the Month and there will be watercooler discussions (virtually) to allow staff to explore Word of the Month and related resources provided by the DEI Committee.

Additional discussion followed regarding the Word of the Month.

Thereafter, Ms. McDuff, displayed a graph that shows where FCPL is now as far as recruitment and diversity is concerned from May to October, 2022. 82% of FCPL applicants are white, 4.3% are black or African-American, 3.9% are Hispanic or Latino and 4.7% are 2 or more races. She

noted that these statistics are admittedly not what we want to see and stated that FCPL has a lot of work to do in attracting a more diverse group of candidates to our positions.

The next slide showed the diversity of FCPL, Frederick County Government, Frederick County, and the State of Maryland. As you can see, FCPL is relatively comparable to Frederick County Government. We have a lot of work to do to look like our community. She added that FCPL's staffing is not representative of the community at this point. FCPL is aware of this and we are concerned about it and we will be moving forward very intentionally to resolve some of this.

With regard to moving forward, FCPL has several challenges that need to be undertaken. Addressing DEI in recruitment and retention is a huge challenge for us but we are not alone. Not only does Frederick County Government struggle to attract and retain diverse candidates, the library profession nationwide has a significant problem. Librarianship has a history of elitism. Requiring a master's degree at great cost for most full-time positions is a barrier. The cost of the degree and expected salary just do not line up. FCPL began replacing that requirement with an education/experience equivalency as far back as 2016. This was almost unheard of at that time but in very recent years, many other library systems have adopted the same practice. This doesn't solve the problem but it is a step in the right direction. Getting people from every part of the community to consider the public library as a potential employer or career is going to take a lot of time and intentional work. FCPL intends to use the upcoming audit to determine our path forward in all areas, but specifically in our recruitment and retention practices. We also anticipate that work will involve evaluating and making necessary changes to job descriptions, advertisement of positions, interview format/questions/evaluation and making FCPL a welcoming place for everyone by providing continuing education and advancement opportunities.

Ms. McDuff advised that we will keep members of the FCPL Board of Trustees informed as we continue with our DEI efforts, especially with regard to recruitment and retention. Staff know that this is very important work and we know it is not finite. It will require continuous effort, evaluation and transformation.

Members of the FCPL Board of Trustees continued with a question/answer session regarding FCPL's DEI efforts.

BOARD QUESTIONS AND COMMENTS: Ms. D'Agostino advised that members of the FCPL Board of Trustees have a retreat scheduled for December 14th in the Administrative Conference Room from 6:30 p.m. – 8:30 p.m. She advised board members that if they have a topic that they would like to have discussed at the December meeting, please send her an e-mail and it will be added to the agenda. She further noted that there will be a budget refresher training taking place in January, 2023.

OTHER CITIZEN REMARKS: None.

The next FCPL Board of Trustees meeting will be held at the C. Burr Artz Library – Community Room at 7:00 p.m. on January 4, 2023.

S. Sheppard made a motion to adjourn the meeting; seconded by S. White. No further discussion. VOTE: Unanimous.

The meeting adjourned at 8:20 p.m.



Jenny D'Agostino, Chair
Frederick County Public Libraries
Board of Trustees