

Handley Regional Library Board Meeting

November 19, 2024 ... 4:30 pm ... Handley Library

Minutes

Members Present: M. Gaylor, K. Buzby, P. Lam, R. Bacon, J. Forman, B. Nelson, E. Stine-Dolinar, M.V. Thur

Members Absent: M. M. Wise, M. Williams

City of Winchester Representative: Mayor David Smith, not present

Frederick County Representative: Bob Liero, present

Representing the Library: J. Huddy, A. White, A. Butler

1. **Previous Meeting Minutes:** R. Bacon moved, and E. Stine-Dolinar seconded a motion to approve the minutes from the October 15, 2024, meeting as presented. The motion was approved unanimously.
2. **Public Comment:** None....
3. **Treasurer's Report:** Treasurer P. Lam reviewed the July through October 2024 financial report as prepared by A. White.
4. **Chair's Comments:** M.M. Wise was sick and could not attend the meeting.
5. **Committee Reports:**
 - Finance: P. Lam reported that the Annual Audit has been completed and no deficiencies were found. Additionally, the federal 990 form has been submitted. The committee reviewed the proposed FY2026 and voted to recommend it to the Board for approval.
 - Long-range Planning: Nothing to report.
 - Personnel: Nothing to report
 - Joint Archives: Nothing to Report.
6. **Director's Report:**
 - The Director noted the number of programs provided by HRLS in October. Of special note was the capacity crowd for the graphic author/artists Raina Telgemeier and Ben Hatke.
 - He invited Board members to see the new Teen & Tutor Room, formerly the West Reading Room at the Handley Library.
 - The Friends were recognized for the over \$18,000 raised during their fall book sale.
 - He reviewed the accomplishments from his Biannual Plan/Goals Update

7. **Frederick County Representative.** Mr. Liero reported that Jay Foreman has been appointed to a full Board term representing Frederick County, following his service completing an unexpired term.
8. **Current Business, if not covered in committee reports:**
- Auditor's Report: Hard copies of the Auditor's Report are currently available to Board Members. Electronic copies will soon be available to the general public on the internet.
 - FY2026 Budget: A. White explained the planning process for developing the proposed FY2026 budget, working from anticipated expenditures to projected income needs. She also presented a comparison of usage statistics and financial support from the participating localities. K. Buzby moved and Jay Foreman seconded the motion to approve the FY2026 as presented. The motion was approved unanimously.
 - Board Office Elections:
There being no nominations from the floor, E. Stine-Dolinar moved, and R. Bacon seconded the motion to electe the slate of officers as presented at the October meeting: Chair, Keith Buzby ...Vice Chair, Mark Gaylor ...Secretary, Monica Williams ...Treasurer, Pam Lam.
9. **New Business:** A listing of proposed meeting dates and locations (included with these minutes) was presented to the Board. K. Buzby moved and R. Bacon seconded the motion to approve the meeting dates and locations. The motion was approved unanimously
10. **Adjournment:** E. Stine-Dolinar moved and K. Buzby seconded the motion to adjourn the meeting. With a unanimous vote, the meeting adjourned at 5:10 pm.

Mary Margaret Wise, Chair

Keith Buzby, Secretary

Alina Butler, Recording Secretary