

**HARFORD COUNTY PUBLIC LIBRARY  
FY 2026 BOARD OF TRUSTEES**

**MEETING MINUTES**

**January 15, 2026**

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**Present:** Dr. William B. Allen; Thomas Cusick; Errol E. Etting; Terrance Flannery; Dr. Monique H. Head; Carolyn K. Lambdin; Colonel Jonas Vogelhut, US Army, Retired, Vice Chair; Michael Woods, Treasurer; Carol Wright, Chair; Student Representative Isabella Lugo Frasqueri; Alison B. Imhoff, County Council Liaison; Mary L. Hastler, CEO; and Jennifer Button

**Absent:** None

**CALL TO ORDER**

Ms. Wright, Chair, called the meeting of the Harford County Public Library Board of Trustees to order at 6:30PM.

**CHANGES TO THE AGENDA**

There were no changes to the agenda.

**RECOGNITIONS/PRESENTATIONS**

On behalf of the entire Board, Ms. Wright welcomed Ms. Hastler back from extended leave.

**APPROVAL OF MINUTES**

All Trustees had the opportunity to review the minutes of the previous meeting in advance of this evening's Board meeting.

**MOTION: Motion by Dr. Allen, seconded by Ms. Lambdin, and carried by unanimous vote to approve the Minutes of the November 19, 2025 Meeting as presented.**

**COMMITTEE REPORTS**

**Budget & Finance Committee –Mr. Woods**

The committee is scheduled to meet virtually on January 20, 2026.

The Treasurer's Report was prepared by Ms. Cogar, CFO. Operating expenditures for the fiscal period ending December 31, 2025 were within the annual FY2026 budget. Revenues were \$12.4 million and Expenditures were \$11.5 million. Energy seemed to be running high, even with participation in the Harford County Chamber Consortium with CQI Energy. We will continue to monitor.

**MOTION: Motion by Mr. Flannery, seconded by Ms. Lambdin, and carried by unanimous vote to approve the Treasurer's Report as presented.**

**Executive Committee – Ms. Wright**

The committee met virtually on January 14, 2026. Ms. Hastler noted that the library is in the process of creating a procedure as directed by the State of Maryland pertaining to Immigration & Customs Enforcement (ICE). The Budget proposed for FY 2027 was discussed and Ms. Hastler provided an update on succession planning.

**Capital Improvements Committee – Dr. Head**

The committee is scheduled to meet virtually on January 20, 2026.

**Human Resources Committee – Colonel Vogelhut, US Army Retired**

The committee met virtually on January 14, 2026.

The committee reviewed the December 2025 and January 2026 draft HR Report prepared by Mr. Ross, HR Director. The report included updates on new hires, promotions, transfers, requests for leave of absence, open positions, and more. The Committee discussed the salary budget increase for FY 2027. There being no further business, the meeting adjourned at 6:25 p.m. The next meeting of the Library Board HR Committee is scheduled for Tuesday, February 17, at 8:00 a.m. and will be held virtually.

**Foundation Board – Ms. Lambdin for Mr. Flannery**

The Foundation Board met on November 25, 2025. Ms. Lambdin was happy to report that the Foundation had no debt as of November 2025! Planning is already underway for the 2026 Annual Gala, and this year's theme is in honor of the nation's 250<sup>th</sup> anniversary.

**PUBLIC SERVICES REPORTS**

**Statistics – Ms. Hastler**

Ms. Hastler reviewed highlights from the submitted Monthly Statistical Report. Fiscal Year 2026 statistics highlighted for the month of December include: Circulation 238,414; Walk-in visitors 50,192; Drive-thru visitors 4,718; Information/Reader assistance 25,333; Programs 777; Program attendance 37,149.

Ms. Hastler also reviewed year-to-date statistical highlights, including: Circulation 1,592,118; Walk-in visitors 376,145; Drive-thru visitors 30,725; Information/Reader assistance 178,187; Programs 4,810; Program attendance 282,335.

**Programming and Events – Ms. LaPenotiere**

Ms. LaPenotiere reviewed the Programming Report included in the CEO report below.

**Teen Services – Ms. Lugo Frasqueri**

Ms. Lugo Frasqueri reviewed the Teen Services Report included in the CEO report below.

**CEO REPORT**

**Capital & Building Projects**

**Aberdeen**

The Aberdeen branch has reported several safety issues regarding their sidewalks along the front of the branch – Franklin Street – as well as along the back of the building in-between the staff parking lot and the building. The County has identified both areas are the responsibility of the County to repair. The County has submitted tickets to Park & Recreation to repair the sidewalks. The County completed all of the rear sidewalk areas. They have shaved partial sidewalks surrounding the premises (85% completion).

**Abingdon**

The removal and installation of a new roof membrane continues. This project has a completion date expected for September 30, 2025. The roofing project is complete but a few leaks have appeared that the county is addressing. The Abingdon digital sign has been repaired. The natural spring pond is no longer filled with water and slowly drying up. The drainage pipe was repaired but that was not the problem. The County had environmental experts examine it and there is nothing that can be done except to wait and see what Mother Nature does. The county will continue to maintain the boardwalk and walkways.

**Bel Air**

Installation of the new security camera system is almost complete and the staff are very happy with the clarity of the cameras. The vendor will return to install two outdoor cameras in the back parking lot area.

### **Fallston**

The branch experienced water damage inside a wall between the restroom and book drop. The repairs are complete. The Fire alarm panel has also been replaced. Plans to maintain the intrusion alarm are underway.

### **Jarrettsville**

Portions of the geo thermal HVAC system are scheduled to be replaced. The system has been leaking for quite some time. The County requested several bids from vendors to repair the HVAC system and received one bid for \$175,000, which they felt was a bit high. A November 2024 meeting was cancelled and not rescheduled. On December 31, 2024, the unit stopped working. The County provided heaters for the Adult workroom and staff lounge but the number of portable heaters had to be limited due to electrical demands and tripping breakers. The library is providing fleece jackets for the branch staff in appreciation of their patience as the system is repaired. The County is waiting on parts as the estimated delivery is mid- April 2025. The latest plan by the County is to remove the existing system and replace with an air feed system. The next meeting was scheduled for June 10<sup>th</sup> with the vendor to work out the details and order the equipment. Replacement was tentatively scheduled to begin in late Fall 2025. The County presented the project to the County Board of Estimates and a P.O. has been issued. The work will begin late spring or early summer (tentatively).

### **Administration**

The library has recommended the installation of a new electric gate in the back parking lot. Currently, library staff must manually close the gates and lock them at opening and closing. The County has added this item to their FY 2026 Capital requests.

The library is working with the county on providing square footage to enable expansion of the homeless shelter to house women and children. Two walk-throughs have taken place. The county has requested the library provide funding for the portion of the project on the library side of the building. Included in the project is the build of 4-6 offices and relocation of the meeting room. Staff and some departments will be relocated as a result. Planning continues as another meeting is scheduled for March 20<sup>th</sup> with the architect. The Design Phase should be completed by the end of May. The Construction Documents are estimated to be completed by the end of August 2025. The project should be ready for going to bid in August/September 2025. The assessment of the HVAC system has been completed and we should receive a report from the contractor in early March. The assessment indicates all the HVAC units need to be replaced. The County project manager will follow up to determine the next steps. The replacement units will be placed on the ground – no more roof top units when replaced. The County continues to make visits for assessments of the interior/exterior of the building.

**Facilities Master Plan** – The Library will be going out to bid for a new Facilities Master Plan. The existing plan may be found on the library website and the library is required to have a Facilities Master Plan to apply for State Capital Grants. Timeline has been adjusted for the winter 2026.

### **Mary Hastler in Conversation with Author Jennifer Vido**

Ms. Hastler was in conversation with local author and former Board of Trustees Chair, Jennifer Vido, featuring her new book, *Simplicity by the Sea*, on January 7, 2026, at the Maryland Golf and Country Club. The Library received much positive feedback for its array of services and resources that participants and their families use.

### **Meetings & Presentations**

December 2025

12/1 MAPLA IGR Taskforce meeting

12/10 Harford County Consortium Quarterly Meeting

12/10 HCPL Fallston Branch Children's Area Review

## Board Meeting Minutes – January 15, 2026

12/12 HCPL Renovations 95% Design Meeting

12/15 MAPLA IGR Taskforce meeting

### November 2025

11/1 HCPL Foundation Annual Gala

11/3 IGR Taskforce meeting

11/5 Harford County Investment Committee Meeting

11/6 Harford County Library / Lincoln Quarterly Retirement Plan

11/12 HCEF Board Meeting

11/13 Harford Consortium Entities/Bolton - Quarterly Meeting

11/14 HCPL Renovations Design Meeting

11/17 IGR Taskforce meeting

11/18 Harford County Chamber Government Affairs

11/18 Harford Consortium - Introductory Discussion with Retiree First

11/18 HCPS Customer Service Task Force

11/19 HCPL Board of Trustees Meeting

11/20 Harford County Chamber Board Update

11/25 Rolling Reader Sponsor Launch and Photo Op

### **Programming and Events Highlights**

November featured celebrations, creativity, and community engagement across the library system. Aberdeen celebrated the 50th anniversary of the building by sharing historical photos on Facebook throughout the week and displaying photo boards in the branch.

Darlington's Stuffed Animal Sleepover delighted families with pajama story time and show-and-tell, while staff staged playful scenes featuring the stuffies, later shared in a popular photo display.

At Edgewood, Cutting Edge Crafts introduced participants to the new Cricut Maker 4, using it and 3D-printed quilling tools to create battery-operated tealight holders for Thanksgiving tables.

Performing arts were a highlight, with nearly 600 attendees enjoying a preview of Ballet Chesapeake's *Nutcracker* at Abingdon, including dance lessons and photos with performers. Joppa hosted an abbreviated *Nutcracker* performance for nearly 300 people, receiving many compliments from appreciative customers.

Norrisville's Whispering Pages launched successfully with a cozy indoor reading nook complete with crackling fire on the big tv. On November 25, staff welcomed the new Rolling Reader, featuring expanded shelving, STEM materials, and improved maneuverability thanks to its compact design and Tuckunder Tommy lift.

Bel Air's Acts of Kindness program had families assemble "Snowman Soup" gift bags for approximately 100 participants at The Harford Center.

December brought festive programming and creative winter activities. Edgewood hosted multicultural holiday performances by Bella Academy and Elevation from Dimension Dance Center. Norrisville celebrated its first holiday tree lighting, drawing over 50 attendees for music, crafts, treats, and a countdown to the lighting of the tree.

Jarrettsville held a Winter Reading tie-in program where patrons created Snow Luminaries using mason jars, Epsom salt “snow,” and glitter. When lit with candles, the luminaries provided a warm, cozy glow—perfect for enjoying Winter Reading books.

The Silver Reader presented *Blind Date with a Book: Holiday Edition – “Naughty or Nice”* to seniors at Abingdon Gardens Senior Apartments. Whiteford closed the month with a Holiday Open House featuring crafts, activities, and an outstanding performance by the North Harford High School Harmonics.

### **Teen Services Highlights**

At Bel Air, Teen Advisory Group participants worked together to compile a list of 80 titles for a special “80 YA Books for 80 Years of HCPL” display.

Fallston’s Bad Art Night brought in a crowd of teens who had a great time creating “disaster-pieces” using craft supplies and leftover items from past programs. Several participants especially enjoyed incorporating leftover rubber ducks into their artwork.

Abingdon’s Remembering the Future Zine program was popular with teens. Participants quickly got to work crafting their zines, embraced futurism concepts, and expressed interest in participating in another zine program in the future.

At Darlington, Teen Crafternoon focused on sewing. Participants made bowl koozies and wrapped them in holiday paper to give as Christmas gifts.

Joppa’s Teen After Hours was well attended. Teens helped decorate the branch for the holiday season by painting festive designs on the windows and coloring 3D-printed ornaments to take home.

Ms. Lugo Frasier attended a recent program at Aberdeen, where she learned how to sew her own scrunchie using a tiny sewing machine!

### **Marketing & Communications**

The HCPL social media audience & interaction continues to grow.

- Facebook = 35,267 total followers
  - HCPL Main Facebook – 11,094 followers
    - Views: 161,705
    - Interactions: 2,409
    - Link clicks: 568
    - Visits: 4,054
  - Branch Facebook combined – 24,173 followers
    - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- Instagram = 10,719 followers
  - HCPL Main Instagram – 2,504 followers
    - Views: 23,731
    - Reach: 2,696
    - Interactions: 606
    - Visits: 302
  - Branch Instagram combined – 8,215 followers
    - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- HCPL Main X (formerly Twitter) – 1,799 followers
- HCPL Main LinkedIn – 1,192 followers
- HCPL Events Meetup – 1,296 members
- HCPL Weekly Newsletter – 25,187 subscribers
  - Sent 1 eNews per week for a total of 5 in December

- Date sent: 12/4/25; Open rate: 26.04%
  - Date sent: 12/11/25; Open rate: 24.57%
  - Date sent: 12/18/25; Open rate: 23.48%
  - Date sent: 12/20/25; Open rate: 24.39%
  - Date sent: 12/25/25; Open rate: 23.79%
- Sent 1 eNews per week for a total of 4 in November
  - Date sent: 11/6/25; Open rate: 24.80%
  - Date sent: 11/13/25; Open rate: 24.83%
  - Date sent: 11/20/25; Open rate: 25.52%
  - Date sent: 11/27/25; Open rate: 25.49%
- Top Facebook posts
  - Noon Year's Eve Promo
    - Date: 12/30/25
    - Views: 20,742; Interactions: 112
  - Noon Year's Eve Promo
    - Date: 12/23/25
    - Views: 15,136; Interactions: 257
  - Annual Fairy Tale & Superhero Festival Promo
    - Date: 12/16/25
    - Views: 32,458; Interactions: 147
  - PAWS and Read
    - Date: 11/10/25
    - Views: 10,556; Interactions: 151
  - Friends of HCPL Charity Book Sales
    - Date: 11/9/25
    - Views: 12,222; Interactions: 99
  - Winner of our 2025 Summer Reading Make a Bookmark contest
    - Date: 11/7/25
    - Views: 8,067; Interactions: 149
- Top Facebook reels
  - Admin team, walking into the holidays
    - Date: 12/23/25
    - Views: 3,181; Interactions: 110
  - 2025 Recap
    - Date: 12/23/25
    - Views: 2,314; Interactions: 110
  - Loud Librarian vs. Quiet Librarian
    - Date: 12/22/25
    - Views: 2,109; Interactions: 127
  - WR26 – Mug Reel
    - Date: 11/19/25
    - Views: 3,647; Interactions: 283
- Top Instagram Posts
  - Winter Reading 2026 Promo
    - Date: 12/20/25
    - Views: 1,047; Interactions: 17
  - Film This! Promo
    - Date: 12/11/25
    - Views: 1,158; Interactions: 9
  - HCPL Wrapped 2025
    - Date: 12/4/25
    - Views: 3,279; Interactions: 94

- Roenna Fahrney Award recipients at Nov BOT Meeting
  - Date: 11/25/25
  - Views: 598; Interactions: 19
- Friends of HCPL Charity Book Sales
  - Date: 11/9/25
  - Views: 686; Interactions: 25
- Film This! Book Trailer Contest
  - Date: 11/2/25
  - Views: 954; Interactions: 12
- Top Instagram Reels
  - WR26 – Mug Reel
    - Date: 11/19/25
    - Views: 1,342; Interactions: 148

### Programs and Partnerships

#### Winter Reading 2026 - 80 Winters of Wonder

Registration began on December 20, both online and in branches. This year's theme is a nod to the year-long celebration of HCPL's 80<sup>th</sup> Anniversary. Participants who complete their required number of books, 3 for high schoolers or 5 for adults, will earn this year's collectable mug, available while supplies last.

Bingo returns again this year. Featuring engaging activities both in HCPL and in our community, players who complete five activities in a column, row, or diagonally to get Bingo will receive a special HCPL bookmark\* that may be picked up at any HCPL location. Additionally, winners will also be entered into a drawing to win a limited-edition Winter Reading tote bag\*.

A special THANK YOU to our 2026 Winter Reading Mug & Bag Sponsors: APGFCU; BGE; Harford County Public Library Foundation; Harford Mutual Insurance Group; Bel Air and Havre de Grace Friends of HCPL.

\*While Winter Reading runs through March 20, prizes (mugs, bookmarks, & tote bags) are available while supplies last.

Below numbers as of 1/5/26:

- Enrollment = 1,840 (Adult 1,708 + Teen 132)
- Completers = 214
- Total Books Logged = 2,162

Top social media stats specific to Winter Reading as of 12/31/25:

- 11/19/25 – Facebook WR26 Mug Reel had 3,647 views and 283 interactions
- 11/19/25 – Instagram WR26 – Mug Reel had 1,342 views and 148 interactions
- 12/19/25 – Instagram Winter Reading 2026 Promo Post had 1,047 views and 17 interactions

#### New Rolling Reader

HCPL was proud to introduce our New Rolling Reader with a ribbon cutting on November 25, 2025. The marketing team designed the eye-catching new vehicle wrap that will be sure to stand out while the Rolling Reader is visiting locations all across Harford County. Photos of the ribbon cutting were shared on all social media channels with a great response from our community.

#### Coordination of Cultural Arts Board HarfordTV Show

The Marketing & Communications Director coordinated local art organizations for their involvement in the Cultural Arts Board TV show, *Kaleidoscope*, which is produced bi-monthly by HarfordTV. The process involves a blend of outreach, relationship-building, and logistical planning with organizations and individuals whose

work aligns with the show's mission of celebrating creativity and diversity. This includes personalized communication to introduce the opportunity, clarify expectations, and highlight the benefits of appearing on *Kaleidoscope*. Once interest is confirmed, she manages scheduling, gathers promotional materials, and ensures technical requirements are met, creating a seamless experience for both the artists and the production team. The next episode is set to tape on Friday, January 9 with work already beginning for the March 25 episode.

#### Community Partnership – Empty Stocking Fund

All HCPL locations served as collection sites for new, unwrapped toys to help make this year's holidays a little brighter for those less fortunate.

#### Community Partnership – Branch Collection Drives

In addition to this year's systemwide HCPL Cares initiatives, all HCPL locations organized branch-specific collections to benefit local charitable organizations.

#### New to HCPL Customers – BlueCareer Database

Career resources at HCPL have been expanded to include BlueCareer, a free, comprehensive online platform dedicated to skilled trades career development. With access to more than 100 trades specialties, including electrical, plumbing, HVAC, welding, automotive and construction, users can explore a wide range of career paths.

The marketing team created a comprehensive marketing campaign to introduce this new database to our customers and our community partners.

The platform is powered by EBSCO, a leading provider of research databases and may be accessed with a Harford County Public Library card anytime, anywhere, by visiting [hclplonline.org/databases.php](http://hclplonline.org/databases.php).

#### The 12<sup>th</sup> Annual Film This! Book Trailers Contest

Lights...Camera...ACTION! It's time for Film This! Teens are invited to create short videos to promote their favorite books. Submissions will be reviewed by library staff and are being accepted from December 12 through February 13. Winners will be announced at a red-carpet premiere at the Abingdon Library in March. Additional details and contest guidelines are available at [HCPLonline.org](http://HCPLonline.org).

The marketing team created an engaging campaign, geared towards teens, that featured ads in *CheckOut*, *eNews*, social media, and more.

#### HCPL 80<sup>th</sup> Anniversary

Commemoration of HCPL's 80<sup>th</sup> Anniversary continued throughout the end of 2025 and will conclude later this year. The HCPL special logo has been incorporated into all collateral marketing pieces, all digital footprints, as well as on all promotional swag. A variety of fun events and engaging programs are taking place in branches and system-wide.

- Additional copies of the 80<sup>th</sup> Anniversary bookmark have been printed and distributed.
- The 2026 Winter Reading theme is *80 Winters of Wonder* so look for many additional programs and events planned in celebration of the 80<sup>th</sup> Anniversary
- Renowned NYC Jazz group, the Daniel Bennett Group will be coming to Harford County again for a concert, focusing on sounds from the 1940's. The event will take place on Wednesday, April 22 at Fiore Winery & Distillery.
- Plans are also underway for a spring Whisper & Quill Silent Book Club.

#### Noon Year's Eve

Here at HCPL, noon is the new midnight! Each year, families with small children are invited to a special New Year's celebration that features a fun, midday countdown. Held at select locations, it's a great bedtime-friendly option for children as well as parents.

## Board Meeting Minutes – January 15, 2026

- January 31
- Hosted by Aberdeen, Bel Air, Darlington, Havre de Grace, Norrisville, and Whiteford Libraries
- 653 total attendees

Families could also view our online version of Noon Year's Eve from the comfort of their homes.

- Link is on HCPLonline.org
- 456 views

Top social media posts specific to Noon Year's Eve include:

- 12/30/25 Facebook Noon Year's Eve Promo Post had 20,742 views and 112 interactions
- 12/23/25 Facebook Noon Year's Eve Promo Post had 15,136 views and 257 interactions

### Celebrating 2025

Several posts to social media highlighted the holidays and recap of 2025.

Top social media posts specific to celebrating the holidays and recap of 2025 include:

- 12/23/25 Admin team, walking into the holidays Facebook Reel had 3,181 views and 110 interactions
- 12/23/25 2025 Recap Facebook Reel had 2,314 views and 110 interactions
- 12/4/25 HCPL Wrapped 2025 Instagram Post had 3,279 views and 94 interactions

### Upcoming – 2026 Fairy Tale & Superhero Festival

- Friday, January 16
- 8 am-4:45 pm
- Abingdon Library

### Upcoming – Genealogy Week

- DNA Demystified: A Guide to Cracking Your Genetic Code
  - Monday, January 26
  - 6:30-8 pm
  - Virtual
  - Registration required (<https://programs.hcplonline.org/event/14723931>)
- Introduction to AI for Genealogy
  - Tuesday, January 27
  - 6:30-8 pm
  - Virtual
  - Registration required (<https://programs.hcplonline.org/event/14723977>)
- Zigzagging Through German Church Records
  - Thursday, January 29
  - 6:30-8 pm
  - Virtual
  - Registration required (<https://programs.hcplonline.org/event/14732881>)

### Upcoming – Romance Author Fest

- Saturday, February 7
- 10 am-3 pm
- Abingdon Library
- For more details, visit: <https://programs.hcplonline.org/events?term=romance&r=range&start=2026-01-06&end=2026-02-12>

### Upcoming – Meet the Author: Jennifer Vido

- Thursday, February 26
- 6-7:30 pm

- Abingdon Library
- Registration suggested (<https://programs.hcplonline.org/event/14936716>)

#### Marketing Request Forms (MRFs) Completed in December and November

Promotional materials for HCPL programs and events are created, proofed, and produced by the team. The group completed more than 126 Marketing Request Forms (MRFs/jobs) in November and 103 MRFs in December. These jobs involve designs for several different mediums, everything from printed flyers or posters to digital files, such as graphics for the various social media platforms, flatscreens, and weblides. These MRFs include materials and promotions needed for system-wide events coordinated by the marketing team as well as branch programs, and Foundation events/initiatives.

#### Additional Views for Previously Reported Programs, Events, and Partnerships

- Book Bites, 1-minute videos of “bite-size” book recommendations from HCPL
  - 221 views total – November for all age groups
  - 249 views total – December for all age groups

#### Recent Media Hits and Press Mentions

##### Press Releases Distributed

- *New Foundation Board Members* – December 22
- *HCPL’s 2026 Winter Reading Program Features ‘80 Winters of Wonder’* – December 19
- *Dr. Anirban Basu Discusses 2026’s Key Economic Trends at Game Changers* – December 15
- *HCPL Offers BlueCareer Database* – December 3
- *HCPL Unveils New Rolling Reader* – December 1
- *‘Between the Lines’ Juried Art Exhibition Celebrates HCPL’s 80<sup>th</sup> Anniversary* – November 24
- *HCPL Holds Annual Staff Day, Honors 44 Staff Members for Service Anniversaries* – November 13
- *Harford County Cultural Arts Advisory Board Awards Community Arts Development Grants* – November 10
- *HCPL Foundation’s 21<sup>st</sup> Annual Gala Raises \$100,000 Net for Essential Resources, Services, and Programs* – November 4

##### Print

- “New Foundation Board Members”
  - December 31
    - *The Aegis*
  - December 26
    - *Harford County Living Weekly eNewsletter*
  - December 23-31
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - December 23
    - *Harford County Living*
  - December 22
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business* (online)
    - *Harford County Chamber of Commerce*
- “21<sup>st</sup> Annual Gala Raises \$100K”
  - December 31
    - *The Daily Record*
  - November 13
    - *Bel Air Brief*
  - November 9
    - *The Aegis*
  - November 5-24

- *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
- November 5
  - *Cecil Whig* (print)
- November 4
  - *The Aegis/Baltimore Sun* (online)
  - *Bel Air News & Views*
  - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - *I95 Business* (online)
  - *Harford County Chamber of Commerce*
- “2026 Winter Reading 80 Winters of Wonder”
  - December 25
    - *Bel Air Brief*
  - December 24
    - *The Aegis*
  - December 20-31
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - December 19
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business* (online)
    - *Harford County Chamber of Commerce*
- “GameChangers with Dr. Basu”
  - December 17
    - *Cecil Whig*
  - December 16-17
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - December 15
    - *Bel Air News & Views*
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business* (online)
    - *Harford County Chamber of Commerce*
    - *Harford County Living*
- “BlueCareer Database”
  - December 8
    - *The Daily Record*
    - *The Daily Record Morning eNewsletter*
  - December 5
    - *The Daily Record* (online)
    - *The Daily Record Afternoon eNewsletter*
    - *Harford County Living Weekly eNewsletter*
  - December 4-17
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - December 4
    - *Bel Air News & Views*
  - December 3
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business* (online)
    - *Harford County Chamber of Commerce*
    - *Harford County Living*
- “New Rolling Reader”
  - December 2-17
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - December 2

- *Bel Air News & Views*
- December 1
  - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - *I95 Business (online)*
  - *Harford County Chamber of Commerce*
- “*Between the Lines* Art Exhibition”
  - November 25-December 15
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - November 25
    - *Harford County Living*
  - November 24
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “Annual Staff Day”
  - November 14-December 2
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - November 14
    - *Bel Air News & Views*
    - *Harford County Living Weekly eNewsletter*
  - November 13
    - *Harford County Living*
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*
- “Cultural Arts Advisory Board Community Arts Development Grants”
  - November 13
    - *The Daily Record*
  - November 12
    - *The Daily Record*
  - November 11-December 1
    - *The Patch Daily eNewsletters – Aberdeen, Bel Air, Fallston, Havre de Grace*
  - November 10
    - *Bel Air News & Views*
    - *Harford County Living*
    - *The Patch – Aberdeen, Bel Air, Fallston, Havre de Grace*
    - *I95 Business (online)*
    - *Harford County Chamber of Commerce*

## **Foundation**

The Harford County Public Library Foundation met on November 28th at 8:30 a.m. via Zoom. The next Board meeting is scheduled for January 27th at 6:30 p.m. at the Abingdon Library or virtual.

## **Economic Update by Anirban Basu – January 8<sup>th</sup> at 8 am.**

Anirban Basu returned to the Abingdon Library on January 8<sup>th</sup> at 8 am. Total sponsorships and tickets sold \$10,500 and it was a crowd of about 100.

## **Annual Giving**

The 2026 Annual Giving Campaign launched on November 19th. To date, the campaign has raised \$26,780, with net proceeds exceeding \$22,100.

### **Summer Reading Program**

The Summer Reading Program Campaign has raised \$30,100, bringing us \$10,000 shy of our goal. Attain Baseball, the new company succeeding Ripken Baseball, has agreed to provide incentive tickets again this year. Horizon Theaters will offer tickets to high school completers.

### **Build the Future Over Breakfast – Panel Discussion #2**

The Maryland Economic Development Corporation (MEDCO) has requested HCPL’s continued partnership to host a second business breakfast this winter. This event will convene leaders from the defense, education, and economic development sectors for a strategic discussion on data infrastructure. The event is scheduled for Thursday, February 26th at 8:00 a.m.

### **Taste of Harford**

Save the Date – the 2026 Taste of Harford—will be held on Sunday, May 17<sup>th</sup> from 1:00–4:00 PM at Vignon Manor Farm. Nine restaurants have confirmed their partnership as well as the Harford County Farm Bureau and the Harford County Department of Economic Development, Ag division.

### **2026 Annual Gala – A Winter’s Ball, Revolution in the Stacks**

Planning is underway for the 22<sup>nd</sup> Annual Library Gala scheduled for Saturday, November 7, 2026. Key partners secured so far include the Bachelor Boys Band, Pairings Bistro, the Local, Full Circle Boards, and Matsuri Sushi.

### **Blue Career Database – EBSCO**

In November, HCPL launched the Blue Career Database, supported by grant #00001767 from the Institute of Museum and Library Services and administered by the Maryland State Library Agency. This digital resource supports workforce development in Harford County by connecting students, career changers, and aspiring entrepreneurs with training, certification, and employment opportunities in skilled trades and technical fields. Since its launch, more than 200 individuals have accessed the database. Outreach has included school counselors, workforce partners, community organizations, and social media promotion. HCPL aims to expand its reach to over 7,000 users and is enhancing evaluation through usage metrics and branch surveys to better understand impact.

### **Side Hustle Workshop**

To complement workforce initiatives, HCPL is developing a Side Hustle Workshop this spring. The program will engage approximately 150 participants, both in person and via a recorded session, focusing on the legal, financial, and insurance considerations of independent and gig-based work. In addition, an attorney/certified public accountant and insurance broker will provide guidance regarding considerations for 1099 employees.

### **Inclusive Egg Hunt**

Building on the success of the Wheelchair Costume Workshop, HCPL is partnering with Coppermine Bel Air Athletic Club, defense contractors, volunteers, and the Harford County Department of Community Services to host an Inclusive Egg Hunt on Saturday, March 28 from 1:00 to 4:00 pm at Coppermine Bel Air Athletic Club. The event borrows from the Trunk or Treat format to offer a festive path of spring-themed trunk or treat stations with unique egg-delivery systems, treats, and surprises.

### **Wheelchair Costume Workshop – Save the Date, Friday, October 2<sup>nd</sup>, and Saturday, October 3<sup>rd</sup>.**

### **Statement of Financial Position November 30, 2025**

Current Assets

ASSETS

Checking/Savings	\$ 1,645,775.37
Accounts Receivable/Prepaid Other	\$ 40,050.00
Other Current Assets (Prepaid)	\$ 6,825.04
Total Current Assets	\$ 1,692,650.41

**LIABILITIES & EQUITY**

Accounts Payable	\$ 1,450.00
Other Current Liabilities	\$ 16,824.04
Total Current Liabilities	\$ 18,274.04
Equity	
Temporarily Restricted Net Assets	\$ 1,272,681.83
Board Designated Net Assets	\$ 648.42
Unrestricted Net Assets	\$ 315,764.78
Net Income	\$ 85,281.34
Total Equity	\$ 1,674,376.37
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>\$ 1,692,650.41</b>

### **Cultural Arts Board**

Harford County Cultural Arts Board (HCCAB) has held two meetings since our last report, on December 1, 2025, and January 5, 2026. This report combines updates from both meetings.

### **Financials**

- HCCAB is waiting for the second distribution of Maryland State Arts Council (MSAC) funding, which should total \$48,657.25, or 25% of our award. The November quarterly report was submitted on November 14, 2025, and the funds will be released as soon as MSAC formally “accepts” the report. The total amount of MSAC funding for FY2026 is \$194,629.
- In December and January, the Board reviewed current financials and budget projections for the remainder of FY26. As of 1/5/2026, HCCAB has expended \$130,263, with an additional \$27,517 obligated for approved grants and sponsorships. Most of HCCAB’s funding from MSAC was obligated during October, November, and December’s meetings, and remains on track to spend down the grant fully by June 30, 2026, as required by the terms and conditions.
- HCCAB currently has \$170,152 in carryover funds, and at the January meeting, board members discussed their ideas and preferences for the use of these funds. Meg McReynolds, Cultural Arts & Community Outreach Coordinator, is drafting a budget to address this carryover and will provide this to HCPL leadership for review by the end of January.

### **FY2026 Grants and Sponsorships**

- All Community Arts Development (CAD) grantees have received their first funding distribution. Grantees will receive their second and final payments following submission of interim reports in February 2026.
  - A press release for the CAD grants went out in mid-November and was picked up in quite a few online sources for Harford County, as well as a statewide paper (The Daily Record).
- Board members reviewed 3 applications for Arts in Education grants requesting \$13,408.10 in funding at the December meeting.
  - HCCAB approved 2 of 3 applications totaling \$6,132 in funding.
- The Board reviewed a sponsorship request of \$4,000 to support Gospel Fest, a program produced by the nonprofit N-STEP, at its January meeting, and approved \$1,000 in sponsorship funding. Following a general discussion about the artistic merits of the planned event, the board discussed the need for internal standards and guidance for reviewing and approving sponsorship requests. The board will revisit this discussion at its February meeting.

### **Administrative Updates**

- A draft of the FY27 MSAC County Arts Development Grant application is underway and will be provided to HCPL leadership for review no later than January 16, 2026. The application is due by January 31, 2026.
- MSAC held their Council meeting at the Bel Air Branch Library on December 4, 2025. Ms. McReynolds attended and gave a short presentation on the HCCAB. Board Chair Chuck Bowden and Board Member

Michael Sweet attended the meeting to represent the Board. Additionally, representatives from five grantee organizations spoke during the public comment period on the impact of HCCAB and MSAC funding. Many of the MSAC councilors, including MD Senator Cheryl Kagan, shared how impressed they were that Harford County had such strong support from arts organizations.

- Maryland Arts Day, a statewide arts advocacy event, is scheduled for February 12, 2026, in Annapolis. Registration information will come from the organizer, Maryland Citizens for the Arts. HCCAB plans to send board representatives and will invite interested grantees and other arts community members to attend. Ms. McReynolds will provide additional information on registration as soon as it's provided to the county arts agencies.

### **Programs and Events**

- HCCAB and HCPL partnered with the Havre de Grace Arts Collective and hosted an art exhibit, “Between the Lines,” at the Bel Air Branch, November 24, 2025 – January 4, 2026. The exhibit invited artists to submit works that explored the form, function, and spirit of the book as both medium and muse. Attendance statistics will be shared at the February Board meeting.
- Kaleidoscope will film the winter show on Friday, January 9, 2026. Featured guests include Brad Cox with the Amoss Center, Sheldon Bair with the Susquehanna Symphony Orchestra, and local artist Shawn Forton. Ms. McReynolds will attend the taping.
- HCCAB and HCPL are in discussions with Ashley Addiction Centers to host an art exhibit themed around healing and recovery in at least one HCPL branch library in 2026. Harford Artists Association will serve as a partner and provide curatorial services and support community outreach.

### **Harford Arts Community**

- Board members discussed topics that impact artists and arts organizations in Harford County:
  - o Members discussed goals to increase awareness and visibility of the HCCAB, its grantees, and the Harford County arts community within county government. Increasing the visibility of HCCAB, its grants, and resources is a board goal, and members support dedicating a portion of HCCAB's carryover funds to further this goal.
  - o Members then returned to a continuing discussion about the lack of affordable performance and rehearsal space in Harford County. HCCAB has an existing Memorandum of Understanding with Harford County Public Schools to prioritize access for HCCAB grantees. The MOU has not been reviewed in 10+ years and is little known or used among HCCAB grantees. Ms. McReynolds and Mr. Bowden will meet with the HCPS Facilities Coordinator in January to review the MOU. Additionally, board members will set up a temporary committee to research alternative rehearsal and performance spaces within the county, such as space in churches or other community organizations. Board members plan to create a resource that would be available to the Harford arts community through the HCCAB website.

### **ACTION ITEMS**

#### **Personnel Changes**

The following human resources changes were submitted for review and confirmation:

#### **NEW HIRES:**

**Alan Matthews**, Circulation Manager, Aberdeen Branch, 37.5 hours per week. Effective Date: January 5, 2026.

**Hannah Mendoza Orozco**, Circulation Manager, Whiteford Branch, 37.5 hours per week. Effective Date: January 5, 2026.

#### **PROMOTIONS:**

None

**OTHER CHANGES:**

**Hali Cocalis**, Library Assistant II, Circulation, Abingdon Branch, 30 hours per week has been awarded the position of Library Assistant II Circulation, Abingdon Branch, 37.5 hours per week. Effective Date: November 23, 2025.

**Mackenzie Dowell**, Library Assistant II, Jarrettsville Branch, 15 hours per week has been awarded the position of Library Assistant II, Abingdon Branch, 30 hours per week. Effective Date: January 4, 2026.

**Rhovonda Fax**, Circulation Manager, Joppa Branch, 37.5 hours per week has been awarded the position of Circulation Manager, Havre de Grace Branch, 37.5 hours per week. Effective Date January 04, 2026.

**Caitlin Scelsi**, Circulation Supervisor, Bel Air Branch, 37.5 hours per week has accepted an Interim Assignment as Circulation Manager, Joppa Branch, 37.5 hours per week. Effective Date: January 4, 2026.

**RETIREMENTS:**

**Wendy Gossman**, Library Assistant II - Circulation, Fallston Branch, 37.5 hours per week. Effective Date: March 1, 2026.

**Suzy Vogtman**, Library Associate II - Teen, 37.5 hours per week, Whiteford Branch, effective February 1, 2025.

**RESIGNATIONS/TERMINATIONS:**

None

**DISCIPLINARY ACTIONS:**

None

**LEAVE OF ABSENCE REQUESTS:**

An employee requested FMLA for own serious condition effective December 6, 2025 to January 5, 2026.

An employee requested FMLA for own serious condition effective January 12, 2026 to February 16, 2026.

**OPEN POSITIONS:**

**Aberdeen Branch**

- None

**Abingdon Branch**

- **Custodian**, Abingdon Branch, 56 hours per week. Posted externally/internally.

**Administrative Office**

- **Administrative Assistant**, Administrative Office, 37.5 hours per week. (2 Positions) On hold.
- **Chief Operating Officer**, Administrative Office, 37.5 hours per week. Effective Date: December 1, 2024. On Hold.
- **Custodian**, Facilities & Operations Department, Administrative Office, 37.5 hours per week. (2 positions). On Hold.
- **Custodian**, Administrative Office, 19 hours per week. Filled by contractor.
- **Graphic Designer**, Administrative Office, 37.5 hours per week. Posted internally/externally. Interviews scheduled for January 14, 2026.

**Bel Air Branch**

- **Library Assistant II – Circulation**, Bel Air Branch, 15 hours per week. (2 Positions) Posted externally/internally.
- **Library Assistant II – Circulation**, Bel Air Branch, 28 hours per week. This position was previously 37.5 hours per week – gave 9.5 hours to the position of Early Literacy Specialist – Opening the Gift Coordinator to make it full-time. On hold.

**Darlington Branch**

- None

**Edgewood**

- **Library Associate I/II**, Edgewood Branch, 20 hours per week. On hold.

**Fallston Branch**

- **Library Assistant II – Circulation**, Fallston Branch, 15 hours per week. Posted externally/internally.

**Havre de Grace Branch**

- **Library Associate I Teen Service**, Havre de Grace Branch, 37.5 hours per week. Posted internally/externally. Interviews scheduled for January 12, 2026.

**Jarrettsville Branch**

- **Library Assistant II – Circulation**, Jarrettsville Branch, 15 hours per week. (2 Positions) Posted externally/internally. Interviews to be scheduled for January 23, 2026.

**Joppa Branch**

- **Circulation Manager**, Joppa Branch, 37.5 hours per week. Posted externally/internally.
- **Library Assistant II – Circulation**, Joppa Branch, 15 hours per week. (2 Positions) Posted externally/internally. Interviews to be scheduled for January 15, 2026.

**Norrisville Branch**

- None

**Whiteford Branch**

- **Library Assistant II- Circulation**, Whiteford Branch, 15 hours per week. Posted internally/externally.
- **Library Associate I Teen Services**, Whiteford Branch, 37.5 hours per week. Posted internally. Interviews scheduled for January 21, 2026.

**FUTURE VACANCY DUE TO RETIREMENTS:**

- **Library Associate I or II – Teen Services**, Whiteford Branch, 37.5 hours per week. Effective Date: February 1, 2026.

**POSITION RECLASSIFIED:**

None

**HCPL Library Jobs:**

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=A80FEO08691EC4Fo3A189014B9C1100A>

*The following are examples of some sites that maybe used to recruit for open positions: LinkedIn, Indeed, American Library Association (ALA), Marylib listserv, CareerBuilder, Monster.com, and Facebook.*

**MOTION: Motion by Dr. Head, seconded by Ms. Lambdin, and approved by unanimous vote to approve the Personnel Report.**

**OLD BUSINESS**

There was no old business.

**NEW BUSINESS**

There was no new business.

**BUSINESS FROM THE CHAIRPERSON**

There was no business from the Chair.

**BUSINESS FROM BOARD MEMBERS**

There was no business from Board members.

**PUBLIC COMMENTS**

There were no comments from the public.

**ADJOURNMENT OF PUBLIC MEETING**

Ms. Wright declared the public meeting adjourned at 7:12PM.