

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

MEETING MINUTES

September 18, 2025

Present: Dr. William B. Allen; 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 Frasier; County Council Member Alison B. Imhoff; Mary L. Hastler, CEO; and Jennifer Button

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

Ms. Hastler recognized and welcomed Council Member Alison Imhoff, now serving as the Council Liaison to the Library Board of Trustees. Ms. Hastler also welcomed Lauren McDougall, Legislative Aide to Council Member Imhoff.

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 Dr. Head, and carried by unanimous vote to approve the Minutes of the July 17, 2025 Meeting as presented.

COMMITTEE REPORTS

Budget & Finance Committee – Mr. Woods

The committee did not meet.

The Treasurer's Report was prepared by Ms. Cogar, CFO. Operating expenditures for the fiscal period ending August 31, 2025 were within the annual FY2026 budget. Revenues were \$4.1 million and Expenditures were \$4.03 million.

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

Executive Committee – Ms. Wright

The committee did not meet.

Capital Improvements Committee – Dr. Head

The committee did not meet.

Human Resources Committee – Colonel Vogelhut, US Army Retired

The committee met virtually on September 9, 2025.

The meeting was called to order at 8:00 a.m., by Chair Vogelhut.

The committee reviewed the September 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. It was noted that several positions have been successfully filled through internal promotions.

Foundation Board – Mr. Flannery

The Foundation Board did not meet during the summer months, and will meet next on September 23, 2025.

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 August include: Circulation 286,901; Walk-in visitors 67,339; Drive-thru visitors 5,478; Information/Reader assistance 31,113; Programs 802; Program attendance 49,097.

Programming and Events – Ms. LaPenotiere

Ms. Hastler 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 of these areas are the responsibility of the County to repair. The County has submitted tickets to Park & Recreation to repair the sidewalks. *(No Update)*

Abingdon

The removal and installation of a new roof membrane continues. This project has a completion date expected for September 30, 2025.

Fallston

Currently, there is water damage inside a wall between the restroom and book drop. The county is developing a plan to address. The Fire alarm panel has been replaced. This has no effect on the intrusion alarm.

Havre de Grace

A recent power outage caused unrepairable damage to the swipe badge system. We are working on replacing the swipe pads with either keys or code locks and removing the swipe pads. The staff elevator seems to be the one location in which the swipe card operated the elevator.

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 10th with the vendor to work out the details and order the equipment. Replacement is tentatively scheduled to begin in late Fall 2025.

Joppa

The branch has had several false 911 calls from the fire panel and we have been working with the contractor, Harford Alarm. The fire panel is continuing to have alerts. The County is working on the problem. The phone lines have been tested by Verizon and are working.

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 20th 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 of 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.

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.

FY 2025 Audit –The audit was completed and submitted on September 13th to the County. The auditors, Mitchell & Titus, LLP, will be presenting the audit to the Board in October.

Meetings & Presentations

August 2025

8/5-8/8 Harvard University Graduate School of Design – Futuring Library Design: Enduring Principles, Contemporary Processes & Emerging Possibilities

8/11 HCPL Foundation Finance Committee Meeting

8/11 EDAB Monthly Marketing Committee Meeting

8/11 MAPLA Intergovernmental Relations

8/12 FY26 CAD MSAC Meeting

8/13 MACo Tech Fair

8/13 HCPL Foundation Executive Committee Audit Meeting

8/14-8/16 – MACo Summer Conference

8/27 Great Wolf Lodge Meeting and Tour

July 2025

7/1 HCPL Riverside Headquarter Renovations - Design Meeting

7/2 MLA Legislative Panel Meeting

- 7/9 HCEF Board Meeting
- 7/9 WBAL Interview: Little Leapers Refresh
- 7/14 EDAB Monthly Marketing Committee Meeting
- 7/15 Whisper & Quill Silent Book Club
- 7/16 HCPL Riverside Headquarter Renovations - Furniture Meeting
- 7/17 Harford Chamber Board Strategic Planning Session
- 7/22 Rockfield Ribbon Cutting & Reopening Celebration
- 7/22 Ironbirds with EDAB
- 7/23 Farm Fair Literary Spelling Bee
- 7/24 HCPL Riverside Headquarter Renovations - Design Meeting
- 7/30 Rotary annual meeting & induction of new officers
- 7/31 Water Street Living Shoreline Project-Ribbon Cutting

Programming and Events Highlights

At Abingdon, Circus Science wowed the crowd with a blend of tricks, excitement, and education. Kids got to help with stunts, and the finale—balancing a stack of chairs on his face—left the audience gasping and cheering.

Edgewood hosted Bubblepalooza, a smash hit with 69 people enjoying giant bubbles, homemade bubble wands, and plenty of bubble solutions. Families left with their own bubbles to keep the fun going at home.

At Havre de Grace, “Meet the Bus” returned this summer, and families loved it. A themed story time, craft, and a chance to climb aboard a real bus made the day memorable. The highlight was Buster the Bus, the mini-robot, teaching safety tips.

Aberdeen brought elegance to the Story Garden with a Jane Austen Garden Party. Participants decorated fans outside before coming in to play croquet and Whist. Some even dressed the part in summer dresses and period costumes.

Summer Reading wrapped up at Whiteford with Chihuly Creations. Teens and adults crafted sculptures from plastic bottles and coffee filters, inspired by glass artist Dale Chihuly’s colorful work.

At Jarrettsville, the Master Gardeners gave an engaging presentation on landscaping with native plants to attract local birds. Guests left with fresh ideas for making their yards bird friendly.

The Traveling Library Van had a busy summer making stops at Darlington’s CTR event, Joppa’s Summer Fair and Bubblepalooza, Bel Air’s Movie Night, and the Farmers Market, reaching hundreds of community members.

At Abingdon Gardens Senior Apartments, the Silver Reader, through a one-on-one instruction session, introduced a resident to the Hoopla app. She was thrilled to find obscure titles unavailable in print and excited to start listening right away.

Teen Services Highlights

At Darlington, Teen After Hours struck a perfect balance between activity and relaxation. Half the group took to the tables for ping pong and even tried their hand at pickleball, while others simply enjoyed the chance to hang out with friends.

Fallston offered a trio of unique programs that kept teens coming back for more. Mystery lovers had a blast during *Life-Sized Clue*, moving through “rooms” to solve which book-themed character, weapon, and location were tied to the crime. Next came a relaxing *Teen Spa Day*, where participants made their own bath bombs and sugar scrubs with colors and scents of their choice. The summer wrapped up with a lively *Bad Art Night*, where teens embraced their creativity using leftover supplies—producing everything from simple drawings to glittery, floral-framed canvases.

At Joppa, Teen After Hours was once again a favorite gathering place. Incoming sixth graders joined for the first time, quickly blending in with returning teens as they made friendship bracelets, played Smash Bros, and even held a few Beyblade battles. The night ended, as always, with a spirited game of hide and seek—delighting regulars and surprising newcomers alike.

Bel Air's *Teen Crafternoon: No-Sew Tote Bag* program was a full house, with teens transforming old shirts into stylish and functional tote bags. Many brought their own shirts to upcycle, while others used those provided, making each tote a one-of-a-kind creation.

Finally, Norrisville hosted a crowd-pleasing *Wii Wednesday*, where teens and adults came together for games like Wii bowling, tennis, golf, Just Dance, Mario Kart, and Super Smash Bros. The fun didn't stop when the Wii games wrapped up—teens eagerly stayed afterward to test out the branch's Nex Playground, which quickly became a hit.

Marketing & Communications

Social Media

The HCPL social media audience & interaction continues to grow.

- Facebook = 35,543 total followers
 - HCPL Main Facebook – 10,891 followers
 - Views: 74,834
 - Reach: 19,505
 - Interactions: 1,236
 - Link clicks: 261
 - Visits: 2,925
 - Branch Facebook combined – 24,652 followers
 - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- Instagram = 10,433 followers
 - HCPL Main Instagram – 2,369 followers
 - Views: 15,931
 - Reach: 1,623
 - Interactions: 354
 - Visits: 135
 - Branch Instagram combined – 8,064 followers
 - (All 11 branches, Choose Civility, Rolling Reader, Silver Reader)
- HCPL Main X (formerly Twitter) – 1,816 followers
- HCPL Main LinkedIn – 1,125 followers
- HCPL Events Meetup – 222 members
- HCPL Weekly Newsletter – 25,845 subscribers
 - Sent 1 eNews per week for a total of 4 in August
 - Date sent: 8/7/25; Open rate: 25.88%
 - Date sent: 8/14/25; Open rate: 25.79%
 - Date sent: 8/21/25; Open rate: 24.77%
 - Date sent: 8/28/25; Open rate: 24.28%
 - Sent 1 eNews per week for a total of 5 in July
 - Date sent: 7/3/25; Open rate: 25.02%
 - Date sent: 7/10/25; Open rate: 25.40%
 - Date sent: 7/17/25; Open rate: 25.14%
 - Date sent 7/24/25; Open rate: 24.26%
 - Date sent: 7/31/25; Open rate: 23.27%
- Top August Facebook posts

- Kindergarten Kickoff – HAV
 - Date: 8/13/25
 - Views: 9,653; Interactions: 34
- Summer Reading ends today
 - Date: 8/16/25
 - Views: 4,887; Interactions: 83
- Librarian Lemon Lavender
 - Date: 8/10/25
 - Views: 4,588; Interactions: 83
- Top July Facebook posts
 - Whisper & Quill Wrap-Up Post
 - Date: 7/15/25
 - Views: 11,093; Interactions: 210
 - Spelling Bee Wrap-Up Post
 - Date: 7/24/25
 - Views: 9,363; Interactions: 49
 - Spelling Bee Promo
 - Date: 7/5/25
 - Views: 6,838; Interactions: 31
- Top August Facebook Reels
 - Summer Reading 2025, Color Our World – One Book at a Time!
 - Date: 8/4/25
 - Views: 3,227; Interactions: 154
- Top July Facebook Reels
 - Whisper & Quill Wrap-Up Reel
 - Date: 7/15/25
 - Views: 2,238; Interactions: 69
 - Spelling Bee Wrap-Up Reel
 - Date: 7/24/25
 - Views: 855; Interactions: 21
 - Summer Reading 2025 – Color Our World – snap your fingers & join the adventure
 - Date: 7/11/25
 - Views: 1,066; Interactions: 35
- Top August Instagram Posts
 - Summer Reading Ends Today
 - Date: 8/16/25
 - Views: 533; Interactions: 19
 - National Book Lovers Day
 - Date: 8/9/25
 - Views: 1,297; Interactions: 39
 - Librarian Lemon Lavender
 - Date: 8/10/25
 - Views: 522; Interactions: 25
- Top July Instagram Posts
 - Spelling Bee Wrap-Up Post
 - Date: 7/24/25
 - Views: 855; Interactions: 21
 - Librarian Lemon Lavender Promo
 - Date: 7/26/25
 - Views: 749; Interactions: 59
 - Spelling Bee Promo
 - Date: 7/5/25

- Views: 733; Interactions: 12
- Top August Instagram Reels
 - Summer Reading 2025, Color Our World – One Book at a Time!
 - Date: 8/4/25
 - Views: 562; Interactions: 32
- Top July Instagram Reels
 - Summer Reading 2025 – Color Our World – snap your fingers & join the adventure
 - Date: 7/11/25
 - Views: 869; Interactions: 48
 - Spelling Bee Wrap-Up Reel
 - Date: 7/25/25
 - Views: 604; Interactions: 18

Programs and Partnerships

2025 Summer Reading

Summer Reading 2025 officially wrapped up on August 16 with a grace period through August 30 and readers of all ages were encouraged to participate. As of August 31, top Summer Reading stats are 21,108 customers registered with 85,397 total books read.

Summer programming included several guest presenters, many of which were paid for by the various Friends of HCPL groups. This year's performers, which comprised of a total of 58 programs, included The Science Guys of Baltimore: Color Our World, Wildlife Adventures: Colors of the Wild, CTR Changing Lives: Buttons the Shetland Pony, Mr. Jon & Friends, The Fifty 7's: Colorful World of Music, Circus Science, The Farmyard: Small Animal Encounter, The Farmyard: Outdoor Animal Encounter, and Three Oaks Alpaca Farm.

The marketing team supported 2025 Summer Reading this year by having several seats on the year-long Summer Reading planning committee. In all, the team completed more than 50 in-house jobs for 2025 Summer Reading. The graphic designers created the following collateral:

- June 16 Celebration invitation/postcard/webslide/flatscreens,
- Summer Reading registration giveaway bag,
- Bookplates for customer completer books,
- Branch staff local school book talking bookmarks,
- All graphics for our first-ever bookmark contest,
- Summer Reading guest presenter program signs/social media event graphics/other social media graphics/public relations graphics,
- Volunteer application/name tag/certificate and artwork for the volunteer thank you gift,
- Graphics for the ReadSquared Summer Reading tracking platform,
- All other general marketing collateral for Summer Reading,
- Foundation Summer Reading sponsorship sell sheet/letterhead and pull-up sponsor signs for each branch.

In addition, the marketing & communications specialist worked with many local businesses to obtain solid, relevant offers for our highly-popular Summer Reading coupon sheet. These coupon sheets were given to all children and teens when they registered for Summer Reading. While there are several businesses who return annually, we were very fortunate this year to provide offers from two brand new partners: Philly Pretzel Factory and Tropical Smoothie Café. These new additions brought the 2025 coupon sheet up to 14 participating businesses, which is now the number to beat for next year.

The digital content coordinator put together a cohesive social media plan for Summer Reading that encompassed all our Summer Reading initiatives. Below are top stats for these Summer Reading efforts.

- Top Summer Reading Facebook Reels

- Summer Reading 2025, Color Our World – One Book at a Time!
 - Date: 8/4/25
 - Views: 3,240; Interactions: 154
- Summer Reading 2025, Color Our World – snap your fingers and join the adventure!
 - Date: 7/11/25
 - Views: 1,109; Interactions: 108
- Top Summer Reading Facebook Post
 - Summer Reading ends today, August 16!
 - Date: 8/16/25
 - Views: 4,897; Interactions: 83
- Top Summer Reading Instagram Reels
 - Summer Reading 2025, Color Our World – One Book at a Time!
 - Date: 8/4/25
 - Views: 562; Interactions: 32
 - Summer Reading 2025, Color Our World – snap your fingers and join the adventure!
 - Date: 7/11/25
 - Views: 874; Interactions: 48

Branch Outreach Kits

Assembled and sent out this summer, these Outreach kits allow branches to plan out, and in many cases pivot quickly, to attend outreach events without having to request materials, etc. from the Marketing Department. The new kits have proven very popular and useful- they are bright, eye-catching and represent the HCPL brand cohesively.

Each branch received:

- Rolling cart w/lid
- Blue stretchable tablecloth (6ft)
- Gold HCPL logo/Come In We're Awesome table runner
- Come In We're Awesome tabletop pull-up sign
- Printed materials:
 - Locations and Hours (1/2 sheet)
 - Our Resources are Awesome (1/2 sheet)
 - School Support Central (postcard)
 - 8 1/2 x 11 paper, double-sided, in plastic sheet protector that contains kit inventory and installation steps for tabletop pull-up sign

Literary Spelling Bee at Harford County Farm Fair

As part of the 2025 Harford County Farm Fair, the Literary Spelling Bee was held at the Harford County Equestrian Center in Bel Air. Competitors were grouped by grade levels and contests included Up to K, Grades 1-2, Grades 3-4, Grades 5-6, Grades 7-8, Grades 9-12, and Adults.

Advance online registration was once again offered through the HCPL website.

The annual event was emceed by Charles Ross, HCPL HR Administrator. Several members of the HCPL Foundation Board and the Library CEO served on two separate panels of judges that were tasked with overseeing the various competitions.

As in previous years, participants who finished in 1st-6th place were awarded Farm Fair ribbons and everyone who participated received a free book, curtesy of HCPL, of their choosing.

- July 23
- 200 attendees
- 50 participants

21st Annual Foundation Gala – *Epic Rewind: Eighties in the Stacks*

- 13 MRFs have been completed thus far to support this event

Maryland Association of Counties (MACo) Summer Conference – *Funding the Future: The Evolving Role of Local Government*

Held at the Roland Powell Convention Center in Ocean City, MD, August 12-16, the Library CEO, Mary Hastler and Library Marketing & Communications Director, Leslie Greenly Smith attended to represent HCPL.

The 2025 Summer Conference explored the pressing issues that shape Maryland's counties and the innovative solutions that can guide their success in the years to come

The team from HCPL hosted and represented all Maryland libraries at the Tech Expo- where they featured technology used at HCPL and across the state. HCPL's AI dog, Aibo and sister Espresso were a big hit as was Sphero Indi.

- August 13 – MACo Conference Tech Expo
 - 210 visitors to the table
- August 14, 15 MACo Conference
 - 307 interactions with Conference attendees

Outreach – National Night Out

Held at the Harford County Equestrian Center, this nationwide annual event is a community-building campaign that promotes police-community partnerships and neighborhood camaraderie to make our communities safer, more caring places to live.

HCPL was proud to show off one of our Traveling Library vans at this event. Attendees also visited outreach tables that highlighted a wide variety of Harford County community partners and resources. The Harford County Sheriff's Office provided demonstrations of their K-9 unit, while families had an opportunity to see some of the various emergency services vehicles up close and learn what they do.

- August 5
- 352 attendees

September is Library Card Sign Up Month

Celebrated annually, Harford County residents are encouraged to sign-up for an HCPL card, if they do not already have one. This year's theme, *One Card, Endless Possibilities*, is a reminder that libraries are for everyone – no matter your age, background, or goals.

- 6 MRFs have been completed to support this initiative

Outreach – HCPS End of Summer Fest

Held at Ripken Field at IronBirds Stadium, this annual celebration is organized by Harford County Public Schools, and the library is proud to participate every year. Attendees received HCPL sunglasses, pencils, and hand sanitizers, along with information about school support as well as upcoming programs happening this fall.

Each year, many families use the IronBirds ticket voucher that they receive when they sign up for Summer Reading to attend this specific game. Children and teens are always very excited to share how they successfully completed their reading for that summer and just how much they love the library!

- August 20
- 299 visitors to HCPL table

One Maryland One Book

Harford County readers are invited to join thousands of Marylanders this fall who will be reading this year's featured title, *Kin: Rooted in Hope*, by Carole Boston Weatherford and art by Jeffery Boston Weatherford. Book

discussions will take place throughout September and October at several HCPL locations. A limited number of free books are available, while supplies last.

One Maryland One Book is a program of Maryland Humanities. This project was made possible in part by the Institute of Museum and Library Services and the Maryland State Library.

- 15 MRFs (or graphics) completed thus far to support this program

Wheelchair Costume Workshop and Inclusive Trunk or Treat

- 6 MRFs completed thus far to support this event

National Book Lovers Day – August 9

In honor of this special day, HCPL customers were encouraged to celebrate the joy of reading in a variety of different ways, like checking out physical books and audiobooks available in our branches as well as the electronic materials that make up our digital library.

StoryWalks

Designed to promote both physical activity and reading engagement, HCPL families are invited to visit the Darlington Library or Eden Mill Nature Center for the opportunity to explore a different picture book each quarter.

Additional branches may also provide StoryWalks at various points throughout the year.

Genealogy Programming

HCPL's Virtual Genealogy programs are on hiatus during the summer months. However, Bel Air, Jarrettsville, and Norrisville Libraries all offered at least one in-person Genealogy program during July & August.

Marketing assisted with the production of 4 new Genealogy Bites to highlight some of the resources available in the Maryland Room at the Bel Air Library. Featured topics include:

- DNA Research
- Genealogy Guides
- Historic Reference
- Old Books
- Sprayed Edges

Looking forward to Family History Month in October, the following virtual programs will be offered:

- They All Resided in the Same Area: Creating a Locality Guide
 - Tuesday, October 7 at 6:30pm
 - Register at:
https://us06web.zoom.us/webinar/register/WN_z3wx5ZIBSlaV4iPdp9dF5w#/registration
- Putting a Face to a Name: Finding Old Family Photos
 - Tuesday, October 14 at 6:30pm
 - Register at:
https://us06web.zoom.us/webinar/register/WN_pEMpTPEwQeSVMBpHg_xhPw#/registration
- A Tour of FamilySearch Labs
 - Tuesday, October 21 at 6:30pm
 - Register at:
https://us06web.zoom.us/webinar/register/WN_905-MXhjQCKfmpqemXhbuw#/registration

Community Partnership – Harford County Education Foundation Stuff the Bus

As in previous years, all HCPL locations collected essential school supplies to help support our local students. From July 21-September 12, community members were encouraged to drop off donations of school supplies. Just like years past, HCPL customers and staff were extremely generous.

Community Partnership – SOCKtober

Harford County Government will be collecting socks, mittens, hats, and gloves during the month of October. Donated items are accepted at all HCPL locations, to benefit local Harford County homeless and veterans.

HCPL 80th Anniversary

We are continuing to commemorate HCPL's 80th Anniversary. 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 80th Anniversary bookmark have been printed and distributed.
- The Broom's Bloom Dairy signature, *Librarian Lemon Lavender* flavored ice cream wrapped up its run in mid-August and was a huge success. Not to worry, though- it will make another appearance at the Gala in November.
- We've also partnered with Fiore Winery & Distillery who have bottled a signature red wine, named *Read Between the Wines* and an exclusive vodka named, *Chapter 80 Vodka*. Both of these will launch at the September 10 *Whisper & Quill Quiet Book Club* event at Fiore. The marketing team designed both labels and they really capture the spirit of HCPL's 80th Anniversary. They also designed and produced all collateral marketing pieces used to promote the wine/vodka release. \$1 from each bottle sold will be donated back to HCPL. We thank Fiore for their generous partnership. We also made arrangement for representatives of Fiore to be on-hand to sell both *Read Between the Wines* and *Chapter 80 Vodka* at the Gala.
- *Whisper & Quill A Quiet Book Club* series debuted in July. In honor of HCPL's 80th Anniversary, this quarterly series of silent reading sessions will take place at select Harford County establishments. The fall event will take place at Fiore Winery & Distillery on September 10 and there are currently 60 people registered to attend.
- The 2026 Winter Reading theme is *80 Winters of Wonder* so look for many additional programs and events planned in celebration of the 80th Anniversary.

Winter Reading 2026

Continuing the celebration of our 80th anniversary, *80 Winters of Wonder* is the theme for Winter Reading 2026. Open to high school students and adults, registration begins on December 20. Participants who complete their required number of books, 3 for high schoolers or 5 for adults, will earn this year's mug, available while supplies last. The program ends March 20.

Fall CheckOut – September/October/November 2025

The new fall CheckOut is now for customers to pick up at all HCPL locations. This issue features programs happening in September, October, and November.

Marketing Request Forms (MRFs) Completed in July & August

Promotional materials for HCPL programs and events are created, proofed, and produced by the team. The group completed more than 225 Marketing Request Forms (jobs) in July & August. 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 webslides. 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
 - 273 views total – July for all age groups

- 235 views total – August for all age groups

Recent Media Hits and Press Mentions

Press Releases Distributed

- *HCPL Hosts Literary Spelling Bee at 38th Annual Harford County Farm Fair* – August 9
- *HCPL Foundation Receives \$20,000 Donation from Mechanic Foundation* – July 14
- *HCPL Foundation Invites Children to Sign-up for Custom-Designed Wheelchair Costumes for Halloween* – July 10
- *HCPL and MEDCO Host Build the Future Over Breakfast* – July 7

Television

- “HCPL Unveils Refurbished Little Leapers Kits” – *WBAL-TV* – July 13 & 10 – *Fox 45 Mornings* – July 5

Print

- “The Daily Record Announces the 2025 Empowering Women Award Winners” – *The Daily Record* (online) – August 26
- “Book Removal Was About Respect and Accountability, Not Censorship – Guest Commentary” – *The Aegis* (online) – August 26
- “Harford Schools Leader Wants to Change Removal Process for Library Materials” – *The Aegis* (online) – August 25
- “Harford Library Joins Brooms Bloom Dairy to Celebrate 80th Anniversary” – *Capital Gazette* – August 14 – *The Aegis* – August 13
- “Literary Spelling Bee” – *Harford County Living*, *Harford County Living eNewsletter* – August 15 – *Bel Air BriefeNewsletter* – August 14 – *The Aegis* – August 13 – *Bel Air News & Views*; *I95 Business* (online); *The Patch* – Aberdeen, Bel Air, Fallston, & Havre de Grace; *Harford County Chamber of Commerce* – August 8
- “Mechanic Foundation Donation” – *Harford County Living Weekly eNewsletter* – July 18 – *Cecil Whig*; *The Aegis* – July 16 – *The Aegis* (online) – July 15 – *Bel Air News & View*; *Harford County Living*; *The Patch* – Aberdeen, Bel Air, Fallston, Havre de Grace; *Harford County Chamber of Commerce*; *I95 Business* (online) – July 14
- “Wheelchair Costume Workshop Calls for Participants” – *Havre de Grace Patch Daily eNewsletter* – July 14 – *Havre de Grace Patch* – July 12 – *Bel Air News & Views*; *Harford County Living Weekly eNewsletter* – July 11 – *I95 Business* (online); *Harford County Chamber of Commerce*; *Harford County Living*; *The Patch* – Aberdeen, Bel Air, Fallston, & Havre de Grace – July 10
- “HCPL and MEDCO Build the Future Over Breakfast” – *Harford County Living Weekly eNewsletter* – July 11 – *Harford County Living* – July 10 – *Havre de Grace Patch* – July 8 – *The Patch* – Aberdeen, Bel Air, Fallston, & Havre de Grace; *I95 Business* (online); *Harford County Chamber of Commerce*, *Bel Air News & Views* – July 7
- “Harford County Cultural Arts Board Accepting Applications for Grants” – *Harford County Living*, *Harford County Living Weekly eNewsletter* – July 4

Foundation

The Harford County Public Library Foundation met on June 24th at 8:30 am via Zoom. The next meeting will be held on September 23, at 6:30 pm at Abingdon Library.

At the meeting, the Board recognized Andy Guckert, Treasurer, for his dedicated service over the past nine years on the Foundation. Andy will continue his involvement with the Foundation as an emeritus member.

The Foundation’s events and initiatives, including the Little Leaper revamp, the 2025 Costume Wheelchair Workshop, the Taste of Harford, the Build the Future over Breakfast Panel Discussion sponsored by MEDCO, and the Summer Reading Kickoff, have been highlighted on numerous news stations and publications in the last few months including: Bel Air News & Views, Bel Air Patch, Fallston Patch, Aberdeen Patch, Havre de Grace Patch, I95 Business (Online), Harford County Chamber of Commerce, the Aegis, WBAL, and WJZ.

2025 Summer Reading Celebration, June 16th

More than 800 children and their caregivers attended the record-setting event, which included interactive displays of the refurbished Little Leapers' kits. Both attendees and sponsors (11) were thrilled with the response. Over \$35,000 is raised annually for the SRP initiative. In August, additional funding was provided by the Foundation to ensure that every child that completed the program would receive a complete book.

Morris Mechanic Foundation Donation - \$20,000

The Foundation has received a donation of \$20,000 from the Morris A. and Clarisse B. Mechanic Foundation in support of the Library's early literacy programming. This year's gift continues a longstanding partnership between the Mechanic Foundation and the Library. Since 2016, the Foundation has contributed \$20,000 annually to promote early literacy initiatives. Prior to that, in 2015, the Foundation made a \$25,000 gift to establish the Early Literacy Center at the Bel Air Library. Since 2010, the Morris A. and Clarisse B. Mechanic Foundation has contributed \$260,000 to the Harford County Public Library Foundation.

Innovation Lab Title Sponsorship Renewal - \$10,000

We are pleased to announce that Rosedale Bank has renewed their commitment of the Innovation Lab at Abingdon Library. The agreement is for \$10,000 paid in annual installments of \$2,000 for five years. Rosedale Bank is also a valued Summer Reading Partner and supports the Wheelchair Costume Workshop.

2025 Annual Gala – Epic Rewind: Eighties in the Stacks - Goal \$100,000 net expenses.

Save the date! Saturday, November 1st, 2025, from 6 pm – 10 pm for Epic Rewind: Eighties in the Stacks. The theme is in honor of Harford County Public Library's 80 years of service. The Gala Committee is working on securing sponsorships and auction items. To date \$83,700 has been raised in sponsorships/cabanas, and \$15,225 has been raised via ticket sales. Over \$32,800 has been donated in in-kind goods and services.

Saxons Diamond Centers Jewelry Raffle - Goal -\$6,000

The 2025 Gala Raffle includes three elegant pieces generously donated by Saxon's Diamond Centers! The items include:

- Diamond Tennis Bracelet - 14kt white gold, bar link style, 4.03 carats in natural diamonds - Value: \$10,950
- Diamond Stud Earrings - 14kt white gold, martini style 4 prong 2.01 carats in natural diamonds - Value: \$11,250
- Sapphire and Diamond Ring – 18Kt white gold/ 2.1 carats natural sapphires 0.43 carats diamonds, - Value \$10,350

ONE LUCKY WINNER WILL CHOOSE WHICH ITEM TO TAKE HOME. They do not need to choose one at the time of purchase. Tickets are available in branches and online through October 20th. 1 for \$10 or 3 for \$25. To date, the raffle has raised \$1,095.

Wheelchair Costume Workshop 10/3 – 10/4 Coppermine Bel Air Athletic Club - Goal \$5,000

Sponsorships total \$5,500. Sponsors include APGFCU, The Harford Center, American Design and Build, Rosedale Bank, Sharon and Brian Lipford, Growing Smiles Dentistry, RC Group, Mt. Washington Pediatric Hospital, McLaughlin Physical Therapy, Matthew and Laura Allison, and Coppermine Bel Air Athletic Club. Six children have signed up along with dozens of volunteers and trunk or treat partners.

Raising Canes and Mission Bar-b-que have generously agreed to provide lunch on both build days. Jennifer Franciotti with WBAL will do an onsite interview on Friday Morning. An Inclusive Trunk or Treat will take place after the costume fitting on Saturday 10/4 from 4pm to 7pm. All are welcome!

The Annual Giving Campaign - Goal \$25,000 net of expenses

The Foundation's Annual Giving Campaign will kick off in early November with the release of a video featuring the Library's role in increasing a young child's reading confidence. Last year, a similar campaign produced record results raising over \$24,400 net of expenses.

Game Changers - Economic Update with Anirban Basu - January 8th @ 8am at the Abingdon Library - Goal \$5,000 net of expenses

Dr. Anirban Basu will return to Abingdon Library on Thursday, January 8th at 8am for a 2026 Economic Outlook. Headlining Sponsors are APGFCU and Jones Advisory. PK Law and the Harford County Chamber are also sponsoring the event. Tickets will be \$60. We anticipate 120 guests.

Winter Reading - Goal \$12,000

The Winter Reading flyer and letterhead have been created by marketing. \$6,000 has been raised. \$3,000 Harford Mutual Insurance Company, \$1,500 APGFCU, and \$1,500 from the Havre de Grace Friends.

Save the Date – the 2026 Taste of Harford—will be held on Sunday, May 17th from 1:00–4:00 PM at Vignon Manor Farm.

Statement of Financial Position June 30, 2025

Current Assets

ASSETS

Checking/Savings	\$ 1,568,514.52
Accounts Receivable/Prepaid Other	\$ 7,600.00
Multi-Year Pledges Receivable	\$ 27,044.00
Other Current Assets (Prepaid)	<u>\$ 17,275.39</u>
Total Current Assets	\$ 1,620,433.91

LIABILITIES & EQUITY

Accounts Payable	\$ 1,425.00
Other Current Liabilities	<u>\$ 29,913.88</u>
Total Current Liabilities	\$ 31,338.88

Equity

Temporarily Restricted Net Assets	\$ 1,281,121.24
Board Designated Net Assets	\$ 648.42
Unrestricted Net Assets	\$ 98,567.81
Net Income	<u>\$ 208,757.56</u>
Total Equity	\$ 1,589,095.03

TOTAL LIABILITIES & EQUITY \$ 1,620,433.91

Statement of Financial Position July 31, 2025

Current Assets

ASSETS

Checking/Savings	\$ 1,580,901.86
Accounts Receivable/Prepaid Other	\$ 18,650.00
Multi-Year Pledges Receivable	\$ 27,044.00
Other Current Assets (Prepaid)	\$ 8,961.32
Total Current Assets	\$ 1,635,557.18

LIABILITIES & EQUITY

Accounts Payable	\$ 1,450.00
Other Current Liabilities	\$ 33,336.27
Total Current Liabilities	\$ 34,786.27

Equity

Temporarily Restricted Net Assets	\$ 1,284,471.24
Board Designated Net Assets	\$ 648.42
Unrestricted Net Assets	\$ 303,975.37
Net Income	\$ 11,675.88
Total Equity	\$ 1,600,770.91
TOTAL LIABILITIES & EQUITY	\$ 1,635,557.18

Cultural Arts Board

Meg McReynolds, Cultural Arts Board and Outreach Coordinator, joined the library team on Monday, September 15th.

Grants & Funding

On August 13, 2025, HCCAAB submitted the following final FY25 report to the Maryland State Arts Council (MSAC):

In Fiscal Year 2025, the Harford County Cultural Arts Advisory Board (HCCAAB), operating under Harford County Public Library (HCPL), advanced its mission to expand equitable access to high-quality arts programming that inspires, educates, and connects the community. This work was supported through the administration of Maryland State Arts Council (MSAC) grant funding, advocacy, outreach, and public events.

HCCAAB awarded over \$200,000 in grant funding to 34 nonprofit organizations and community initiatives, including more than \$40,000 in Arts in Education (AiE) grants. In alignment with MSAC’s strategic goals, this funding supported programming such as live theater, visual arts, residencies, concerts, workshops, and after-school enrichment, benefiting over 130,000 Harford County residents. HCCAAB also sponsored inclusive community events, including the Upper Chesapeake Bay Pride Festival, ARC Sprout Film Festival, and the Bel Air and Havre de Grace Arts Festivals.

In their final reports to the Harford County Cultural Arts Board, all applicants identified funding as a top concern. On multiple occasions, MSAC funding was described as a “lifeline” that enabled organizations to continue meaningful work in their communities, keep ticket prices affordable for families, and ensure accessibility despite economic uncertainty. With many residents facing job loss or unable to afford cultural arts events, camps, or after-school activities, this funding was critical to sustaining the quality of life for Harford County residents.

Board members participated in Maryland Arts Day 2025, and HCCAAB hosted its Annual Arts Gathering at the Liriodendron Mansion, which included a tribute and retrospective exhibit honoring local artist Joan Henderson Hodous. To increase participation in AiE programs, HCCAAB facilitated a grant workshop at Gallery 220 in Havre de Grace.

FY25 marked a period of strategic transition. A new leadership team was elected in October:

- Chuck Bowden, Chair
- Gigi Devanney, Vice Chair
- Tatiana Levone, Secretary

Following the departure of the HCCAAB Coordinator in April, HCPL leadership provided interim support. This led to an operational review identifying improvements in administration, engagement, and grant oversight. Key outcomes included:

- Cross-training on HCCAAB’s Grant Management System
- Enhanced Board, Partner, and community communication goals

- Continuity planning for leadership transitions
- Enhanced internal protocols

Goals to increase coordination between HCCAAB and HCPL resources, including access to exhibit and event space across 11 branches, expanded promotional reach through library publications, increased visibility at thousands of arts-related programs, and enhanced operational support through in-kind staffing, financial review, and infrastructure.

These changes strengthen HCCAAB's resilience, transparency, and alignment with MSAC's mission.

HCCAAB will work to deepen outreach, expand collaboration, and more fully leverage the Library's resources and community presence. With a continued focus on equity, inclusion, and creative engagement, FY26 offers a meaningful opportunity to advance the arts as a vibrant and essential part of life in Harford County.

In August, HCCAAB received \$212,781.00 in Community Arts Development (CAD) funds from MSAC. Approximately \$150,000 will be distributed to provide operating support to arts organizations and fund arts programming throughout the County.

- 26 organizations submitted applications for CAD operating and programming grants totaling \$229,761.
- Due to technical issues with the online grant portal, staff created a temporary Microsoft Form to collect the required application and final report data. Special thanks to Ryan Rickels, IT Director, and Jennifer Button, Executive Administrator, for supporting these efforts.
- The applications are under review by members of the HCCAAB.
- Small group deliberation sessions will be held on September 17 and September 18.
- The next full board meeting is scheduled for October 6, at which final funding decisions will be approved. Awards will be publicly announced on October 7.

In addition:

- Four Arts in Education (AIE) grant applications have been received.
- Three sponsorship requests have been submitted for the ARC Sprout Film Festival, HCC's Radio Program, and the Havre de Grace Farmer's Market.

Administrative Updates

- A meeting was held with David Mitchell, Program Director at MSAC, to discuss and align FY26 priorities and strategies. MSAC expressed strong support and enthusiasm for the initiatives and changes being implemented by HCCAAB.
- Interviews for the Cultural Arts & Community Outreach Coordinator position were completed in August. We are pleased to announce that Meg Ferris McReynolds has been selected for the role.
- Meg was formerly the Assistant Director for the Office of Federal and State Partnerships for the National Endowment for the Humanities. She has dual master's degrees in art history and library science. She will officially begin her role on September 15. Meg's initial priorities include:
- Priorities include finalizing FY26 CAD grant awards and contracts, drafting HCCAAB's Three-Year Strategic Plan, completing MSAC's application for FY27 Funding, a website refresh, and evaluation of Grant Space, HCCAAB's Grant Portal.
- Two nominees, Ed Remsburg and Jim Thorton, were recommended for appointment.

Harford County Cultural Arts Board voted to affirm and forward to the Harford County Council the following Harford Living Treasure nomination: Edsel Hank Rector.

Events

HCCAAB and the Library are partnering to present an art show providing a platform for local artists to showcase their work, engage a wide cross-section of the community through a fun theme and foster collaboration throughout the community.

Hosting themed community events like this supports the HCCAAB's strategic priorities of outreach, arts education, cultural enrichment, and community engagement. It also demonstrates effective use of MSAC funding through visible, impactful programming that encourages participation and builds local arts capacity.

ACTION ITEMS

Personnel Changes

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

NEW HIRES:

Dawn Johnson, Custodian, Havre de Grace Branch, 37.5 hours per week. Effective Date: August 18, 2025.

Caelie Bratcher, Circulation Supervisor, Abingdon Branch, 37.5 hours per week. Effective Date: September 2, 2025.

Meg McReynolds, Cultural Arts & Community Outreach Coordinator, Administrative Office, 37.5 hours per week. Effective Date: September 15, 2025.

Kristin McGraw, Library Assistant II Circulation, Darlington Branch, 15 hours per week. Effective Date: September 29, 2025.

PROMOTIONS:

Sierra Soper, Library Assistant II – Circulation, Havre de Grace Branch, 37.5 hours per week has been promoted to the position of Cataloging Specialist in the Technical Services Department, Administrative Office, 37.5 hours per week. Effective Date: July 20, 2025.

Colleen Kessler, Assistant Branch Manager, Edgewood Branch, 37.5 hours per week has been promoted to the position of Senior Assistant Branch Manager – Children's Services, Bel Air Branch, 37.5 hours per week. Effective Date: August 31, 2025.

Raquel Warbington, Senior Circulation Supervisor, Bel Air Branch, 37.5 hours per week has been promoted to the position of Branch Manager, Edgewood Branch, 37.5 hours per week. Effective Date: September 14, 2025.

OTHER CHANGES:

Cindy Height, Graphic Designer, Marketing Department, Administrative Office, 37.5 hours per week has been transferred to the position of Library Assistant II – Circulation, Joppa Branch. Effective Date: July 15, 2025.

Amy Lingelbach, Library Associate II – Adult Services, Bel Air Branch, 37.5 hours per week has been awarded the position of Processing Specialist in the Technical Services Department, Administrative Office, 37.5 hours per week. Effective Date: August 17, 2025.

Sarah Prindville, Library Associate I, Abingdon Branch, 20 hours per week has been awarded the position of Library Associate I Inclusive Services, Abingdon Branch, 37.5 hours per week. Effective Date: August 17, 2025.

Catrell Jackson, Library Assistant II, Abingdon Branch, 15 hours per week has been awarded the position of Library Assistant II, Havre de Grace Branch, 37.5 hours per week. Effective Date: August 31, 2025.

Val Aranovich, Library Associate I, Edgewood Branch, 20 hours per week has been awarded the position of Library Associate I – Adult Services, Jarrettsville Branch, 37.5 hours per week. Effective Date: September 14, 2025.

Lauren Garland, Master of Library Information Science student at the University of Maryland has been accepted under HCPL unpaid intern program as a Field Study intern at the Bel Air Branch, 8-10 hours per week. Effective Date: September 2 – December 6, 2025.

RETIREMENTS:

Jennifer Fesche, Materials Management Specialist, 24 hours per week, Riverside Office with 22 years of service effective date October 1, 2025.

Marsha Kotowski, Library Assistant II – Circulation, 25 hours per week, Fallston Branch with 17 years of service effective date September 1, 2025.

RESIGNATIONS/TERMINATIONS:

Melissa Hepler, Branch Manager, Edgewood Branch, 37.5 hours per week. Effective Date: August 16, 2025.

Elizabeth Shayegh, Library Assistant II, Jarrettsville Branch 15 hours per week. Effective Date: August 8, 2025.

DISCIPLINARY ACTIONS:

None

LEAVE OF ABSENCE REQUESTS:

An employee is requesting FMLA to care for a spouse due to a serious health condition effective July 21, 2025 to August 21, 2025.

An employee is requesting FMLA due to own serious health condition August 21, 2025 to August 20, 2026.

An employee is requesting FMLA due to own serious health condition September 2, 2025 to October 3, 2025.

An employee is requesting FMLA due to own serious health condition July 1, 2025 to June 30, 2026.

OPEN POSITIONS:

Aberdeen Branch

None

Abingdon Branch

- **Library Associate I**, Abingdon Branch, 20 hours per week. Posted internally/externally.
- **Library Assistant II**, Abingdon Branch, 15 hours per week. Posted internally/externally.

Administrative Office

- **Administrative Assistant**, Administrative Office, 37.5 hours per week. (2 Positions) On hold.
- **Benefit Specialist**, Administrative Office, 37.5 hours per week. Effective Date: August 1, 2025. Posted internally/externally.
- **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. On hold.

Bel Air Branch

- **Library Associate I or II – Adult Services**, Bel Air Branch, 37.5 hours per week. Posted internally.
- **Library Assistant II – Circulation**, Bel Air Branch, 37.5 hours per week. Posted internally.

- **Library Assistant II – Circulation**, Bel Air Branch, 15 hours per week. On hold.
- **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.
- **Senior Circulation Manager**, Bel Air Branch, 37.5 hours per week. Posted internally.

Darlington Branch

None

Edgewood

- **Library Associate I/II**, Edgewood Branch, 20 hours per week. On hold.
- **Assistant Branch Manager**, Edgewood Branch, 37.5 hours per week. Posted internally/externally.
- **Library Associate I/II**, Edgewood Branch, 20 hours per week.

Fallston Branch

- **Custodian**, Fallston Branch (also covers Joppa Branch), 37.5 hours per week. Temporarily filled by contractor. Interviews were held.

Havre de Grace Branch

None

Jarrettsville Branch

- **Library Assistant II – Circulation**, Jarrettsville Branch, 15 hours per week. To be posted.

Joppa Branch

- **Library Associate I/II – Children's Services**, Joppa Branch, 37.5 hours per week. Temporarily filled by another branch staff. Posted internally.

Norrisville Branch

None

Whiteford Branch

None

FUTURE VACANCY DUE TO RETIREMENTS:

- **Library Assistant II – Circulation**, Fallston Branch, 25 hours per week. Effective Date: September 1, 2025.
- **Library Assistant II – Circulation**, Joppa Branch, 37.5 hours per week. Effective Date: September 1, 2025.

POSITION RECLASSIFIED:

None

HCPL Library Jobs:

<https://www.paycomonline.net/v4/ats/web.php/jobs?clientkey=A80FE008691EC4F03A189014B9C1100A>

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 Mr. Woods, seconded by Dr. Head, 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

Colonel Vogelhut, US Army Retired, noted that the annual Citizens for Maryland Libraries Conference was scheduled for October and encouraged available Trustees to attend. Ms. Button will send an email with details and register interested Trustees.

PUBLIC COMMENTS

There were no comments from the public.

EXECUTIVE SESSION

Ms. Wright cited the provision in the Maryland Open Meetings Act allowing for closed sessions:

Maryland Open Meetings Act § 3-305

(b) In general – Subject to subsection (d) of this section, a public body may meet in closed session or adjourn an open session to a closed session only to:

(1) discuss:

(I) the appointment, employment, assignment, promotion, discipline, demotion, compensation, removal, resignation, or performance evaluation of an appointee, employee, or official over whom it has jurisdiction; or

(ii) any other personnel matter that affects one or more specific individuals;

Ms. Wright requested the Board retire to review the FY2026 CEO Work Plan.

MOTION: Motion by Colonel Vogelhut, US Army Retired, seconded by Dr. Allen, and approved by unanimous vote to approve the closing of the Public Meeting and go into a closed Executive Session.

The public meeting was closed at 7:00PM and the Executive Session began at 7:01PM.

Present during the Executive Session were: Dr. Allen, Mr. Etting, Mr. Flannery, Dr. Head, Ms. Lambdin, Colonel Vogelhut, Mr. Woods, Ms. Wright, Ms. Hastler, and Ms. Button.

Ms. Hastler presented the CEO FY2026 Work Plan.

MOTION: Motion by Dr. Allen, seconded by Dr. Head, and approved by unanimous vote to approve the closing of the Executive Session and adjourn the Public Meeting.

The Executive Session was closed at 7:18PM and the Public Meeting resumed at 7:18PM for the sole purpose of adjournment.

ADJOURNMENT OF PUBLIC MEETING

MOTION: Motion by Dr. Allen, seconded by Ms. Lambdin, and approved by unanimous vote to adjourn the Public Meeting.

Ms. Wright declared the public meeting adjourned at 7:18PM.