

**HARFORD COUNTY PUBLIC LIBRARY
FY 2017 BOARD OF TRUSTEES**

MEETING MINUTES

March 16, 2017

Present: William B. Allen, Alex M. Allman, Kenneth R. Avery, Nancy Brown, Judge Susan H. Hazlett, Alex Louderback Student Liaison, Taryn J. Martin, Durbin Vido, Lydia R. Brennan, Legislative Aide to County Councilman Curtis Beulah, CEO Mary L. Hastler, and Jennifer Button

Absent: Trustees Dwayne Adams, Dominic C. Cottone, and County Councilman Curtis Beulah

CALL TO ORDER

Chairperson Alex Allman called the meeting of the Harford County Public Library Board of Trustees to order at 6:33 PM in the Bel Air Library.

CHANGES TO THE AGENDA

There were no changes to the Agenda.

PRESENTATIONS/RECOGNITIONS

There were no Presentations/Recognitions.

APPROVAL OF MINUTES

MOTION: Motion by Dr. Allen seconded by Judge Hazlett and approved by unanimous vote to accept the Minutes of the February 16, 2017 Board Meeting.

TREASURER'S REPORT

Mr. Vido read the Treasurer's Report as prepared by Pamela Wockenfuss, Finance Administrator.

Expenditures through the month ended February 2017 were within the FY17 budget. As of February 28, 2017, encumbrances totaled \$358,000 including:

Contracted Services	\$ 8,000
Supplies/Travel	\$ 39,000
Library Materials	\$ 272,000
Furniture and Equipment	<u>\$ 39,000</u>
	<u>\$ 358,000</u>

There were no questions or comments regarding the Treasurer's Report.

COMMITTEE REPORTS

Budget & Finance Committee - Mr. Vido

The Budget & Finance Committee did not meet.

Executive Committee – Mr. Allman

The Executive Committee did not meet.

Capital Improvements Committee – Mr. Cottone

The Capital Improvements Committee did not meet.

Human Resources Committee – Judge Hazlett

The Human Resources Committee did not meet.

Foundation – Ms. Martin

The Foundation Committee did not meet. A brief report was included in the Board packet for review.

Statistics

Ms. Parry noted that circulation was at 441,880 for the month of February. Information/reader assistance was at 40,576. There were 500 programs during the month, with programming attendance at 15,191. There were 121,832 walk-ins and 7,206 drive thru visits in February. Ms. Parry noted that Reference USA and Select Reads experienced higher than usual numbers due to a power user. The increase in circulation was attributed both to the increase in electronic usage and the new facility in Havre de Grace.

February 2017 Programming Highlights

The Winter Reading Program had 4,379 adults and 903 teens register and our On Track For Reading program for preschoolers had 1,046 registrants.

February was National Library Lover’s Month, and to celebrate, Fallston created an interactive bulletin board. Some of the 54 responses to “I love my library because” were “ I come in, I sit down at a computer, and I travel daily all over the world and to clouds,” “There are cool graphic novels,” “ Everyone is so friendly and I always find a great book!” Also, Abingdon’s “Why I love the Abingdon Library” display received similar comments: “the design of the building makes me feel happy and the people who work here are friendly,” “They offer early literacy programs for my toddler and family fun nights full of crafts!” “I meet new friends and get my bedtime books!”

Jarrettsville, Havre de Grace and Whiteford held their Paws and Read programs. (That’s P-A-W-S) Kodi, Mugsy and Benny, our new four footed friends, are so popular that children ask about them on the days they are not there. The children put a lot of thought into what they are going to read to “their” dog because they want the dogs to like the books.

Bel Air and Joppa hosted tours for two special education classes. A class from Southampton Middle School came for a tour of the new Bel Air’s children’s department. Ten students and six adults shared a Valentine’s story, and then explored the new space. Of course, Streamworks, the play spaces and the tree were big hits. Another special education class, this time a math class from Joppatowne High

School, visited Joppa to complete a library scavenger hunt and to obtain reading materials for an outreach program the students will complete with a local preschool.

Habitat for Humanity presented Mastering Your Credit at Edgewood and Aging in the Community at Norrisville. Both programs gave an informative overview on the topics.

Havre de Grace was delighted by the robust response to the Omega Psi Phi presentation of the book, *Truth Lies* by J. Craig, a local author who also spoke about the writing process and his family.

Abingdon celebrated Fake Mustache Day on February 24th. In addition to turning the customer service desk into the I Mustaches a Librarian Desk they had crafts, mustache books and photo ops.

And finally, twenty-seven adults enjoyed “Shall We Dance @ the Library” at Jarrettsville. Laughter could be heard as participants learned to swing and the hustle. One gentleman commented “who knew that you could learn to dance at the library!”

YA Highlights for February

Mr. Louderback reported that teen themed clubs were a hit in the month of February. The Coding Club at the Aberdeen Branch, for example, had a resurgence of attendance last month. Attendees experimented with Hour of Code: Code Combat, using coding language to escape from a dungeon and make their characters say silly things, and the Yu-Gi-Oh Gaming and Dueling Club at the Edgewood Library hit full stride with twenty-two total participants.

Teens worked hard for their volunteer hours in February. In Fallston, the Teen Advisory Group created a display for the branch bulletin board, where they wrote what they love about the library. They also took time to discuss Fake News and how to detect it. In Whiteford, TAG teens painted large sheets of paper with a variety of colors to be used in a special children's program coming up in the spring. Meanwhile, inclusion students from Patterson Mill visited the Abingdon Library for a tour. The high schoolers got information about volunteering and job possibilities while the middle schoolers had a storytime.

Teens continue to show their creativity through the county. In Fallston, teens created string art using foam core boards, pushpins, and embroidery floss, designs included letters, geometric shapes, and the Batman symbol. An art reception and display was held for students from Havre de Grace High School. County wide, over 60 book trailer films were submitted by teens for the Film This! Contest. It was not easy, but teen librarians narrowed the submissions down to the top 28 for the March reception and final round. Aberdeen and Patterson Middle Schools encouraged students to submit their videos, contributing to over half of the submissions.

Teens had a blast at After-Hours events. In the Jarrettsville branch, teens spent the evening getting to know the branch better by playing hide-and-seek, followed by snacks. And in Whiteford, the teens rated different chocolates in a Chocolate Taste Off. They compared local and national chocolates, scoring the chocolates on numerous categories. Incredibly, the winner was Royal Farms' dark chocolate bar!

Chief Executive Officer’s Report – Ms. Hastler

Building Projects

Havre de Grace Library Construction Project – The branch reopened to the public after the Ribbon Cutting on June 15, 2016. Punch list items for the branch and Schooner Cove are being worked on by the various contractors. The flooring for Lafayette’s Landing is complete. The island to the left of the steps when entering the main library is scheduled to be removed Thursday morning to improve traffic flow. The

locks are also scheduled to be re-keyed during the same time. The replacement railing for the Ranger's Station and the additional slats for the crow's nest are scheduled to be installed March 21, 2017 by CMS.

Abingdon Library Leaks – Meetings have been held with the County Administrator and County Facilities to review and assess the multitude of documented leaks at the Abingdon Library. The County is committed to completing the necessary repairs to correct the deficiencies noted in the consultant's report. A purchase order was issued to Colimore Thoemke Architects. Predesign work is underway and the county is scheduling a meeting in the next few weeks to discuss the plans. The design architects are preparing the specs to send out for bid. The County has requested the Library submit a grant for FY 2019 to assist with the funding of this project.

Jarrettsville Gutters/Sidewalk Repair – Gutters and downspouts have been installed. The next step of the project is to correct the pitch of the sidewalks to ensure proper drainage. The County's Parks and Recreation Department has the sidewalk component on their project list and is working with the County's Capital Projects department. There are two concrete slabs in the rear of the building that have settled causing low spots where water collects and freezes. These will also have to be replaced; no scheduled date at this time.

Aberdeen Roof and Window Replacement – The County has included \$388,000 in the County Capital Fund for a new Aberdeen roof and replacement windows. To offset part of the cost, the Library has applied for and received a State Library Capital Grant for \$194,000 or 50 percent of the total cost of the roof and windows. The County awarded the contract to Flynn Mid-Atlantic LP. The project began on November 15th. The roof was substantially complete on December 22. A final walk through took place January 10th. A design meeting was held on January 18th with the architects who are developing the window specs for the bid which will go to the Board of Estimates March 17. The anticipated started date is April 2017.

Aberdeen Egress/Entrance - The city of Aberdeen requested to have additional parking near the branch. As part of this request, the city also requested to have a drive up book drop added to the back parking lot. The book drop has been purchased and is being stored at the Administrative Office waiting to be installed. The County and Library facilities staff are to meet with the contractor to layout the location of the concrete pad once the weather permits.

Administrative Office - Facilities is coordinating with the County to have the fire alarm panel replaced. Replacement parts are no longer available for the existing panel. The contractor (Harford Alarm) has toured the building and found additional deficiencies. The scope of the project has increased resulting in additional costs for the County. The project is expected to begin March 27.

Riverside Renovation – A preliminary planning meeting was held with the County to discuss the planned renovation to Riverside. This will be a joint project between the county, library and homeless shelter since it is a shared use facility. The shelter is looking to expand bed capacity and the county will explore relocating the storage

facility to allow for future expansion. The Library will participate in a space utilization study to better align the departments and optimize the space we occupy. The County will select several vendors from the approved list to present ideas to the group.

Cultural Arts Board – The Annual Arts Gathering is scheduled for Wednesday, April 5, 5-7 p.m., at the Liriodendron and invitation cards are in the Board packet.

Meetings & Presentations – February 2017

2/1 Rotary
2/2 Eastern Shore legislation meeting
2/3 MD Humanities Board
2/6 Conference Call with Librarians
2/6 ALA Grassroots Committee conference call
2/6 CAB at the Armory Marketplace
2/8 EDAB
2/9 Romance Author Panel
2/10 Greater Excellence in Education Foundation
2/13 Conference Call with Librarians
2/14 MD Arts Day
2/14 Senate & House Presentation
2/14 Speaker of the House – Mike Bush
2/14 MLA Reception
2/15 MLA Strategic Plan Meeting
2/15 MLA Executive Board/Steering Committee
2/15 Rotary
2/15 COL Conference Call
2/16 Chamber Board Meeting
2/17 MAPLA Conference
2/21 Diane Lyn Radio Show
2/21 Conference Call with Librarians
2/21 HCPL Foundation Executive Committee Meeting
2/22 Rotary
2/25 HCPL Genealogy Conference
2/25 Omega Psi Phi Book Donation
2/27 Conference Call with Librarians
2/27 Women’s Commission Board

Marketing Report – March 2017

General

- Projects completed by designers: 113
- The 2017 Winter Reading Program, “A Good Book is Music to My Ears,” and On Track for Reading both concluded on Saturday, March 4.
- Tales Jr joined the Aberdeen IronBirds mascots, Ripcord and Ferrous, for the Aberdeen IronBirds Kick-off Celebration at the Abingdon Library. Families enjoyed team giveaways along with a story time presented by Bill Ripken. The former Oriole and co-founder of Ripken baseball also posed for photos and signed autographs for all in attendance. The IronBirds have partnered with the Foundation to donate 10%

of sales of their new 5 game ticket plan to the library. Purchases must be made using a special link.

- Summer Reading bags and t-shirts have been ordered.

Marketing Campaigns

- Black History Month
- Aberdeen IronBirds Kick-off Celebration
- Women's History Month
- Teen Tech Week
- National Library Week
- Design This!

Outreach

- Aberdeen IronBirds Kick-off Celebration at Abingdon Library on Saturday, March 4 – Tales Jr was on hand to take photos with families.

Advertising

- Congratulations Mary Hastler – April 2017; *Influential Marylander Award Program*
- Romancing the Chrome Ad; *Car Show Cruise Guide*

Publicity

Media Coverage

- Harford's Edge on WAMD; Show airs from 9-10 on Fridays and repeated on Saturday. The Library is program sponsor. During the show the Library will have guests; opening and closing billboards; two sixty second commercials. Also included is a link to our website on WAMD's webpage; 20 show promos per week and bonus interviews whenever requested.

Press Releases Distributed

- "Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator," February 24
- "Women's Roles During World War I, II," February 28
- "Women's Roles During World War I, II," March 9
- "Living History: Mata Hari," March 9

Recent Articles and Mentions Received

- "Harford County Public Library Offers Fourth Genealogy Conference," *The Bargaineer*, February 2
- "Harford County Public Library Offers Fourth Genealogy Conference," *Harford County Living*, February 2
- "Harford County Public Library Offers Board Games to Promote Literacy, Critical Thinking," *The Bargaineer*, February 10
- "Harford County Cultural Arts Board Seeks Applications for Artists in Education Grants," *Harford County Living*, February 10
- "Harford County Public Library Offers Binge Boxes," *The Bargaineer*, February 10
- "Harford County Public Library Offers Fourth Genealogy Conference," *The Bargaineer*, February 10
- "Harford County Public Library Searches for Student Representative for Board Membership," *Citybizlist*, February 15
- "Libraries Offer 'Binge Boxes' and Board Games," *The Aegis*, February 15
- "Passport Seekers Keep Bel Air Library Staff on Their Toes," *The Aegis*, February 15

- “Libraries Have ‘Binge Boxes,’ Board Games,” *Weekender*, February 16
- “Free ‘Garden Design’ Program at Whiteford Library,” *The Star*, February 16
- “Bel Air Library Sites of Garden Series Program on Saturday,” *The Star*, February 16
- “What’s Happening This Week in Harford County - 4th Annual Genealogy Conference,” *The Bargaineer*, February 17
- “Cultural Arts Board Seeks Artists for Education Grants,” *The Bargaineer*, February 17
- “Harford County Public Library Offers 4th Genealogy Conference,” *The Dagger*, February 19
- “Harford County Public Library Searches for Student Representative of Board Membership,” *The Dagger*, February 20
- “Things to Do This Weekend Around Bel Air (Feb.23-26),” *Bel Air News & Views*, February 22
- “Artists in Education Grants Available,” *The Aegis*, February 22
- “Obituary - Verna Kirby Lashley,” *The Aegis*, February 22
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Baltimoresunonline.com*, February 24
- “What’s Happening This Week in Harford County - 4th Annual Genealogy Conference,” *The Bargaineer*, February 24
- “Getting Help Discovering Your Ancestry,” *The Aegis*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Citybizlist*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Harford County Living*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Aberdeen Patch*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Bel Air Patch*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Fallston Patch*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Havre de Grace Patch*, February 24
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *Bel Air News & Views*, February 24
- “Women’s Roles During World War I, II,” *Aberdeen Patch*, February 28
- “Women’s Roles During World War I, II,” *Bel Air Patch*, February 28
- “Women’s Roles During World War I, II,” *Fallston Patch*, February 28
- “Women’s Roles During World War I, II,” *Havre de Grace Patch*, February 28
- “Women’s Roles During World War I, II,” *Harford County Living*, February 28
- “Congratulations to Our Honorees – The Daily Record Influential Marylanders,” *The Daily Record*, February 28
- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *The Bargaineer*, March 1
- “Women’s Roles During World War I, II,” *The Bargaineer*, March 1
- “Nevada County Library Awarded 2017 Baker & Taylor Summer Reading Grant,” *YubaNet.com*, March 2

- “Harford County Public Library Appoints Leslie Greenly Smith Marketing Administrator,” *The Bargaineer*, March 3
- “Women’s Roles During World War I, II,” *The Bargaineer*, March 3
- “Harford Library Board Seeks New Student Rep,” *The Aegis*, March 3
- “Former Oriole Bill Ripken Reads to Young Baseball Fans at Abingdon Library,” *Baltimoresunonline.com*, March 5
- “Nominees Sought for 31st Annual Harford’s Most Beautiful People Awards,” *The Bargaineer*, March 6
- “Nominees Sought for 31st Annual Harford’s Most Beautiful People Awards,” *Harford County Living*, March 6
- “Harford County Public Library Recognizes Women’s History Month with Events Featuring Their Roles in World War I and World War II,” *Bel Air News & Views*, March 6
- “Movers & Shakers – Libraries (Leslie Greenly Smith),” *The Daily Record*, March 7
- “Former Oriole Bill Ripken Reads to Young Fans,” *The Aegis*, March 8
- “Stories of Military Women,” *The Aegis*, March 8
- “Things to Do This Weekend Around Bel Air (March 9-12),” *Bel Air News & Views*, March 8
- “Maryland’s Top 100 Women – Circle of Excellence (Mary Hastler),” *The Daily Record*, March 9
- “Women’s Roles During World War I, II,” *Aberdeen Patch*, March 9
- “Women’s Roles During World War I, II,” *Bel Air Patch*, March 9
- “Women’s Roles During World War I, II,” *Fallston Patch*, March 9
- “Women’s Roles During World War I, II,” *Havre de Grace Patch*, March 9
- “Living History: Mata Hari,” *Bel Air Patch*, March 9
- “Living History: Mata Hari,” *Aberdeen Patch*, March 9
- “Living History: Mata Hari,” *Havre de Grace Patch*, March 9
- “Living History: Mata Hari,” *Fallston*, March 9
- “Renovated Opera House Slated to Open in June,” *The Aegis*, March 10
- “Renovated Opera House Slated to Open in June,” *Baltimoresunonline.com*, March 10

eNews Library Online Newsletter

- Sent out weekly on Thursday morning.

Flat Screen Slides

- Slides for branch-specific programs were created for all branches.

Webslides

- Women’s History Month; Charm City Sundays; Design This; Liriodendron Spring Book Talk; Aberdeen IronBirds Kick-off Celebration; Half-Day Fun – March 3.

Social Media NOW UP TO 5,330 LIKES!

Foundation Report – March 2017

The next meeting of the HCPL Foundation Board of Directors will be March 28, 2017.

Aberdeen Ironbirds Fundraiser

Our partnership with the Aberdeen Ironbirds continues to evolve. This year, in addition to donating ticket vouchers for every child who completes the Summer Reading Challenge, they are doing a new fundraiser for the Foundation. The Ironbirds have unveiled a new 5 Game ticket plan for just \$50. They will donate to the Foundation 10% of each 5 game ticket plan purchased through specially-coded links.

Summer Reading Challenge

We raised \$46,000 for the Summer Reading Challenge. Money raised will go towards the purchase of the bags the children receive when they register and the books they receive when they complete the program. High school-aged kids will have the option to receive a Wegmans gift card in lieu of the book. The kick-off will take place Monday, June 19 at the Bel Air and Edgewood branches. Summer Reading Challenge sponsors include Huether-McClelland Foundation, Rosedale Federal Savings & Loan, Bel Air Friends, Darlington Friends, Growing Smiles, Berardino Family Trust, APGFCU, Jarrettsville Federal, M&T Bank, HARCO Credit Union, Harford Day School, Maryland 529Advanced Eye Care, Harford Community College, and the Aberdeen Rotary. The Aberdeen Ironbirds and Wegmans are in-kind sponsors.

Romancing the Chrome Car Show

The 6th Annual Romancing the Chrome Car Show will take place Saturday, April 22. We will once again work in partnership with the Jarrettsville Lions Club. Keene Dodge, Jarrettsville Federal, Waste Industries, BE Miller and Jack’s Small Engines have returned as sponsors. This year’s event will include more family activities such as face painting and storytime with Tales.

2017 Gala

Planning for the 13th Annual Evening in the Stacks has begun! The Gala Committee will meet for the first time on April 6 and the theme will be unveiled at a happy hour in May. This year there are several new sponsorship opportunities and new benefits for traditional sponsor levels. We will offer 2016 sponsor rates through May 31.

DRAFT Statement of Financial Position as of February 28, 2017

Assets:	
Checking/Savings	\$ 256,270.32
Accounts Receivable	95,000.00
Total Current Assets:	\$ <u>353,377.23</u>
Liabilities & Equity:	
Accounts Payable	\$ 1,350.00
Other Liabilities	<u>10,348.20</u>
Total Current Liabilities:	\$ <u>11,698.20</u>
Equity:	
Temporarily Restricted Net Assets	\$ 219,555.64
Board Designated Net Assets	12,619.07
Unrestricted Net Assets	(2,385.29)
Net Income	<u>111,889.61</u>

Total Equity: \$ 341,679.03

Total Liabilities & Equity \$ **353,377.23**

ACTION ITEMS

Personnel Changes

Ms. Schell submitted for review and confirmation the following human resources changes are submitted for review and confirmation:

NEW HIRES:

Matthew Smith, Purchasing Manager, Administrative Offices, 37.5 hours per week. Effective Date: March 13, 2017.

Rachel Lamantia, Library Associate III – Rolling Reader, Edgewood Branch, 37.5 hours per week. Effective Date: April 3, 2017.

Jessica Faulkner, Assistant Branch Manager, Havre de Grace Branch, 37.5 hours per week. Effective Date: April 3, 2017.

PROMOTIONS:

Annie Kovach, Assistant Branch Manager – Adult Services, Bel Air Branch, 37.5 hours per week has been promoted to Branch Manager II, Bel Air Branch, 37.5 hours per week. Effective Date: March 20, 2017.

Tracy Miller, Assistant Branch Manager – Adult Services, Abingdon Branch, 37.5 hours per week has been promoted to Branch Manager I, Fallston Branch, 37.5 hours per week. Effective Date: April 2, 2017.

OTHER CHANGES:

None

RETIREMENTS:

Deborah Johnson, Library Associate II – Adult Services, Abingdon Branch, 30 hours per week has announced her retirement effective July 1, 2017. Deborah began with the Library in December 1988 as a reference substitute and moved into a regular Library Associate position in June 1989. Deborah has worked in the Edgewood, Havre de Grace, Fallston and Abingdon Branches.

RESIGNATIONS/TERMINATIONS:

None

LEAVE OF ABSENCE REQUESTS:

A staff member has requested a medical leave of absence under the FMLA. Start Date: February 21, 2017. Estimated End Date: April 17, 2017.

A staff member has requested an intermittent medical leave of absence under the FMLA. Start Date: March 25, 2017. Estimated End Date: March 24, 2018.

OPEN POSITIONS:

- **Library Associate I/II – Children’s Services**, Bel Air Branch, 37.5 hours per week. *Closing date: February 15, 2017 – interviews scheduled.*
- **Library Associate I/II – Children’s Services**, Jarrettsville Branch, 37.5 hours per week. *Closing date: February 15, 2017 – interviews scheduled.*
- **Library Associate I/II – Children’s Services**, Bel Air Branch, 15 hours per week. (2 positions) *To be posted internally and externally.*
- **Library Associate I/II - Adult Services**, Bel Air Branch, 15 hours per week. *To be posted internally and externally.*
- **Library Associate I/II – Reference**, Havre de Grace Branch, 15 hours per week. *To be posted internally and externally.*
- **Assistant Branch Manager II – Adult Services**, Bel Air Branch, 37.5 hours per week. *To be posted internally and externally.*
- **Assistant Branch Manager II – Adult Services**, Abingdon Branch, 37.5 hours per week. *To be posted internally and externally.*
- **Library Assistant I – Circulation**, Abingdon Branch, 15 hours per week. *To be posted internally and externally.*
- **Library Assistant I – Circulation**, Bel Air Branch, 15 hours per week. *To be posted internally and externally.*
- **Library Assistant I – Circulation**, Fallston Branch, 15 hours per week. *To be posted internally and externally.*
- **Programming Specialist – Public Services, Administration**, 37.5 hours per week. *Assessing position.*
- **Manager I – Computer Network**, CSC Department, Administrative Office, 37.5 hours per week. *Assessing position.*
- **Computer Network Technician**, CSC Department, Administrative Office, 37.5 hours per week. *Assessing position.*
- **Specialist III – Web Services**, Administrative Services, 37.5 hours per week. *Assessing position.*
- **Specialist III – Human Resources**, Human Resources Department, Administrative Office, 37.5 hours per week. *Assessing position.*

PAGE STAFF REPORT:

Open Positions (including Substitute Pages):

- Bel Air – 1
- Edgewood – 1

New Hires: 0

MOTION: Motion by Judge Hazlett, seconded by Dr. Allen, and carried by unanimous vote to approve the personnel changes for March 2017 as presented.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS

There was no New Business.

BUSINESS FROM THE CHAIRPERSON

There was no Business from the Chairperson.

BUSINESS FROM BOARD MEMBERS

Ms. Martin expressed her happiness at having been part of the Film This program. As a teacher at Aberdeen Middle School, Ms. Martin required students to submit their film as a classroom assignment with the option to submit to HCPL. The film that won second place and People's Choice in the HCPL contest was the first place winner at Aberdeen Middle!

COMMENTS FROM THE PUBLIC

There were no comments.

ADJOURNMENT OF PUBLIC MEETING

There being no further comments or questions, the public meeting was adjourned at 6:52 PM.