

Kent County Library Board of Trustees
Finance Committee

Minutes of the October 17, 2023 Meeting

Present: Jay Silcox, Trustee; Julie Gill, Citizen Representative; Arnessa Dowell, Executive Director; Chris Walmsley, Staff Member

Mr. Silcox called the meeting to order at 2:00 pm.

The agenda for the meeting was reviewed.

Mr. Silcox noted that there were not enough voting members present to approve the minutes.

Rock Hall Facility Update

Ms. Dowell stated that there were preparations being made for the November 6 meeting related to the future of the library in Rock Hall. Ms. Dowell noted that the meeting would focus on the vision for the library, and the services that residents of Rock Hall wanted from their library. Ms. Dowell informed the committee that the meeting was being organized and led by the town, and that the Rock Hall Mayor would open the meeting and explain the town's course of action.

Ms. Dowell reviewed the meeting by the Rock Hall Facility group, which discussed how input from the community would be collected and shared. Ms. Dowell noted that the town was investigating either rehabilitating the existing structure, or potentially tearing it down and starting over, or getting a prefabricated structure to place on the existing property. Ms. Dowell continued that a grant writer had been retained by the town. Mr. Silcox added that a local architect had volunteered to develop baseline plans for the facility.

The committee discussed some of the logistics for the meeting including note taking and minutes.

Sound Proofing

Mr. Silcox reviewed a proposal related to sound dampening panels for the wave room in the main library facility, noting that the project was more expensive than he had expected. The committee discussed the use of reserve funds and if this could potentially qualify. The committee discussed the history of the reserve and potentially modifying the reserve policy.

Time to Care Act

Ms. Dowell informed the committee that the Letter of Intent had been submitted, and that the library was waiting to hear back from the group. Ms. Dowell noted that some libraries on the eastern shore were electing to self-administer, and others were going ahead with the state plan.

Grant Updates

Foundation Grant

Ms. Dowell reviewed the letter from the Foundation for the Kent County Public Library approving the grant for book drops. Mr. Silcox asked if the price included installation. Ms. Dowell stated that it did not, and that the Foundation would like plaques or some kind of acknowledgement of their support.

Heritage Grant

Ms. Dowell stated that she had replied to the questions from the grant committee, and that the library would probably not receive a decision until December, which could lead to a project start January or February.

Disparities Grant

Ms. Dowell informed the committee that the library had received \$5,000 for addressing disparities in health outcomes in Kent County, and that the funds would be used for giveaway events and materials purchases.

No further business was brought before the committee.

The meeting was adjourned unanimously at 2:38 pm.