

Board members in attendance were Christian Mash; Jennifer Theriot; Jeff Fratz; Alison Sweitzer, via cellular audio; Karen Malecki; and Nancy Brady. Staff members present were Thomas Vose, Library Director; Nicole McCullough, Executive Assistant; Melissa Custer, Friendsville Branch Manager; and Glenda Lane, Library Assistant.

Christian called the Meeting to Order at 4:00 pm.

The Trustees reviewed the meeting minutes from the March meeting. Jeff moved to approve the minutes, and Jenn seconded the motion. The motion passed unanimously.

The Trustees reviewed the financial statements for the period ending March 2026. Nicole noted that the WMRL expenses appeared inflated as they currently include the WMRL Unrestricted Surplus, which is not part of the operating budget. Nicole advised she would adjust the financial report for the next meeting to reflect this correction. Karen moved to accept the financial statements, Jeff seconded, and the motion carried unanimously. The statements were ordered filed for audit.

The Director's Report was presented and reviewed by the Board of Trustees; a copy is included in the meeting packet for the official record. Melissa provided an update on operations and events at the Friendsville branch, highlighting a successful Cookbook Club event featuring pie dishes in recognition of Pi Day (3/14).

Old Business was discussed:

- *Planned Giving Committee*- The Foundation Planning Committee reported no activity for the current month; however, a meeting is scheduled for Monday, April 13, 2026.
- *Friendsville Updates*- Thomas reported that the project is progressing well with a minimal number of change orders. He reviewed the current work schedule and indicated a tentative soft opening for July, followed by a formal Grand Opening held in conjunction with the Friendsville Days celebration.

New Business was discussed:

- *CrowdStrike Renewal*- Thomas presented three quotes secured by Allen for the renewal of the system's cybersecurity technology. The quotes provided were \$7,606 from SHI, \$7,258 from E Plus, and \$6,819 from Applied Technology Services (ATS). Thomas noted that the current contract is held by ATS and that Allen has been satisfied with their performance and service. Karen moved to accept the lowest bid from ATS, seconded by Nancy. The motion carried unanimously.
- *Projector*- Thomas presented a Purchase Order request from the collections specialist for a new projector, carrying case, and HDMI cord. This equipment will replace an outdated unit for circulation use and will be funded through grant funds. Karen moved to approve the purchase of the projector and accessories, which was seconded by Jenn and carried unanimously.
- *Policy #111: Political Activity*- Thomas presented a minor revision to the Political Activity policy as recommended by the Policy Review Committee. The update specifies that 'physically approaching people inside the building **for campaigning purposes** is not allowed.' Additionally, the policy was broadened to state that 'campaign materials may not be left or posted **on Library property**,' replacing the previous language which only specified the interior of the building. Jenn moved to accept the changes as presented; Jeff seconded, and the motion carried unanimously.
- *Grantsville Furnace*- Thomas advised the Board that the furnace at the Grantsville branch requires replacement. However, he noted that the quotes currently received are not comparable in scope. Thomas recommended tabling the matter until specifications that are more detailed and descriptions can be obtained to ensure an 'apples-to-apples' comparison. The Board agreed to table the discussion pending further information. Additionally, Thomas provided an update on the maintenance of the Oakland furnace, noting a recent service issue with a previous vendor. He reported that the vendor refused to complete the requested service after unsuccessfully attempting to require the

replacement of a functional component. Thomas is currently soliciting quotes from alternative vendors to ensure the necessary maintenance is completed correctly.

Other Business was discussed:

- *CPR Class*- Jeff announced that he will be leading a free CPR certification class on April 22nd from 4:00 PM to 7:00 PM at the Kitzmiller Community Building. This program is a collaboration between the Kitzmiller branch and the Town of Kitzmiller, with 15 participants currently registered. Jeff expressed his intent to eventually offer this training at all library branches. While the class is free to attend, there is a \$5 fee for those wishing to receive an official CPR certification card.

The next regularly scheduled meeting will be held on May 14, 2026 at 4:00pm at the Grantsville Branch.

Alison made a motion to adjourn the Regular Meeting at 4:44pm, seconded by Karen. The motion carried. Following the conclusion of the meeting, Thomas invited the Trustees to the Friendsville Library for a walkthrough to view the ongoing construction progress.

Minutes taken and respectfully submitted by Nicole McCullough.