

**Charles County Public Library
Board of Library Trustees
Minutes
Thursday, May 15, 2008
9:15 a. m. --- La Plata Branch**

In Attendance:

**Henry Scharles, President
George Harrington**

**Emily Ferren, Director
Mary Tomlinson, Br Mgr-Waldorf
Elli Milinski, PNC Bank-La Plata
Branch Manager**

The Board Meeting was not held. There was not a quorum.

Discussion:

- **PNC Bank Security:** Ms. Elli Milinski, Branch Manager, PNC-La Plata, attended the planned Board meeting to explain the enhanced banking security offered by PNC Bank. She reported that *Mercantile-Southern Maryland Bank* did not have the resources in January 2007 to provide the same quality security offered by PNC Bank since the merger in September 2007. She distributed bank literature entitled *PNC Treasury Management Pinnacle Web Security Features Version 6* dated July 2007. The literature describes PNC's Security Program, which has established a myriad of technological processes and controls to ensure the integrity of customer data. PNC Bank also requires two different administrators to log in to the libraries payroll data file at different times to verify bank account changes or additions before a transaction can be processed with that new information.
- **Long Range Planning Implementation:** Mrs. Ferren explained the need to close the library on Friday, August 29, 2008 for an in-service training day to introduce the new five-year long-range plan to the entire staff.
- **Branch Security Measures:** Security at all branches was a topic of discussion. Ms. Tomlinson and Mrs. Ferren spoke about issues at P. D. Brown in Waldorf. P. D. Brown is located in a neighborhood that has experienced problems with gangs. The staff and customers have expressed concern for their safety when entering and leaving the building. The staff has also experienced problems with youth and adults inside the library. Mrs. Ferren has informed Sheriff Rex Coffey of the various issues. It has been estimated that it will cost approximately \$24,000 annually for an officer to work at the P. D. Brown library, Monday through Thursday.

Date of next meeting: The next Board meeting is scheduled for Thursday, June 19, 2008 at 9:15 a. m. in the Director's Office of the La Plata Branch Library.

Respectfully Submitted,

Sharon P. Bowie

Sharon P. Bowie
Board Secretary

***Approved: Hank Scharles, President
6/19/08***

