



Prince George's County Memorial Library System

Board of Library Trustees Meeting
November 20, 2025 at 7:00 PM ET
Zoom

PGCMLS Board Members

Sylvia Bolivar, Chairperson
Mark Sandoe, Vice Chairperson
Angela Smith
Chanté Sedwick
Sandra Johnson
Robert Fernandez
Rhea Marshall (absent)

Prince George's County Memorial Library Leadership

Dr. Mark Winston, CEO
Megan Sutherland, COO
Aishar Pinnock, Director of Talent & Culture
Dereje Salehudres, Director of Finance & Budget
Simon George, Executive Director of Support Services
Carla Moore, Director of Information Technology
Lisa Johnson, Executive Assistant

Welcome and Call to Order by Board Chair Sylvia Bolivar at 7:15 p.m. ET

Adoption of Agenda

The Board Chair requested a motion to adopt the meeting agenda as outlined. A motion to adopt the November 20, 2025 agenda was made by Board Member Angela Smith and seconded by Board Member Robert Fernandez. The motion was voted on by all board members present and passed unanimously.

Approval of Board Meeting Minutes

The Board Chair requested a motion to approve the meeting minutes from the June 5, 2025 and September 25, 2025 public meetings. A motion to approve both meeting's minutes was made by Vice Chair Mark Sandoe and seconded by Board Member Robert Fernandez. The motion was voted on by all board members present and passed unanimously.

Board Chair Report - Sylvia Bolivar

Board Chair Sylvia Bolivar announced that nominations for Board officers, Chair and Vice Chair, are open and will be accepted through November 28, 2025. Board members are encouraged to submit nominations and may contact the Chair with any questions regarding the process. At present, Sylvia Bolivar serves as Chair and Mark Sandoe serves as Vice Chair. Both have indicated their willingness to continue in these roles for 2026 should no additional nominations

be submitted. The Board will vote on officer positions at the public meeting scheduled for January 29, 2026.

CEO Report - Dr. Mark Winston, PGCMLS CEO

Dr. Winston provided several updates to the board which included an update on PGCMLS' Mobile Library. The vehicle has an issue on board with internet access. A schedule of events on where the vehicle will be to be shared at the request of Board Member Angela Smith with all board members so they can show their support and take a tour of the vehicle.

Three new members were appointed to the PGCMLS Foundation Board in October.

The position of Advancement Officer is now open and accepting resumes. This position has received a good response, resulting in a strong candidate pool. Candidate screenings are ongoing.

FY26 budget reduced R&R by \$100K, most of which was taken from the collections budget. The PGCMLS System has 42 positions vacant with many planned to remain so due to budget cuts. The CIP budget enhancement request will be sent next week. Current repairs happening are addressing an elevator issue at Upper Marlboro and the parking lots at Baden and Spauldings.

New Business

The board reviewed and was asked to approve three revised policies and the board public meeting schedule for 2026.

The first revised policy presented was the Procurement Policy, which was updated following feedback from the Board at the September 25, 2025 meeting. The policy will be reviewed annually by the full board and reported on at the September board meeting (2026 and beyond on an annual basis) in alignment with the budget process. The policy, once approved, will be posted to pgcmls.info website and sent via email to the Board.

Board Chair Sylvia Bolivar requested a motion to approve the revised procurement policy, which was made by Budget and Finance Chair, Sandra Johnson, and seconded by Board member Angela Smith. The motion was voted on by all board members present and passed unanimously.

Next, the revised privacy policy was presented by Megan Sutherland, COO. A request was made by the board to add language regarding how pricing is set to the policy for further clarification. The Board Chair Sylvia Bolivar requested a motion to approve the revised privacy policy, which was made by board member Angela Smith and seconded by board member Sandra Johnson. The motion was voted on by all board members present and passed unanimously.

The revised meeting room/printing policy was then presented by Megan Sutherland, COO. The board requested a twelve month review over 2026 to assess how the new policies and pricing structure affect patrons. Board Chair Sylvia Bolivar requested a motion to approve the revised

meeting room/printing policy, which was made by Board Member Chante Sedwick and seconded by Board Member Robert Fernandez. The motion was voted on by all board members present and passed with Sylvia Bolivar voting in opposition.

The 2026 Board Public Meetings Schedule was presented by Board Chair Sylvia Bolivar, who proposed keeping the same cadence as 2025. The Board would meet publicly via Zoom on a bi-monthly basis at 7 p.m. ET with ad hoc meetings and executive sessions scheduled as needed. The first public meeting will be held on January 29, 2026 at 7 p.m. via Zoom. Board Chair Sylvia Bolivar requested a motion to approve the board meeting schedule for 2026, which was made by Board Member Mark Sandoe and seconded by Board Member Chante Sedwick. The motion was voted on by all board members present and passed unanimously.

Requests to Address the Board

Question posed by anonymous attendee on whether the budget for FY26 includes positions being cut. Dr. Winston responded the budget includes no active positions being cut, however many positions currently on hold will remain so over the next fiscal year.

Closing Remarks and Move to Executive Session

Chairperson Sylvia Bolivar thanked the Board and PGCMLS Leadership and Staff for their hard work in 2025 and wished everyone a safe and happy holiday season. A motion to move the board into closed executive session under the Open Meetings Act Sections §3-305(b) 1 to discuss personnel matters. Motion was made by Vice Chair Mark Sandoe and seconded by Board Member Robert Fernandez. The motion was voted on by all board members present and passed unanimously.

November 20, 2025 PGCMLS Board of Library Trustees Public Meeting adjourned at 8:13 p.m. ET.