

MEETING SUMMARY
Carroll County Public Library Board of Trustees
January 24, 2024

Location: Headquarters

Members Present: Kendra Hart
Virginia Harrison
Garima Chaturvedi
Joyce Muller
David O’Callaghan

Members Absent:

Present with the Board were the following people: Andrea Berstler, Lisa Picker, Bob Kuntz, Joe Thompson, Jillian Edelen, Karen Gonsman and Laura Bavetta, Headquarters.

CALL TO ORDER/WELCOME

Chair Hart called the meeting to order at approximately 6:00 pm.

ESTABLISHMENT OF A QUORUM

Five members of the Board were present, and a quorum was in attendance.

CLOSED SESSION – PERSONNEL

On motion of Ms. Chaturvedi, seconded by Ms. Muller and carried, the Board voted to close for personnel issues at 6:02 pm.

REVIEW AND APPROVAL OF AGENDA

At 7:16 pm the meeting opened. On motion of Ms. Harrison, seconded by Ms. Chaturvedi and carried, the agenda was approved.

REVIEW AND APPROVAL OF MINUTES

On motion of Mr. O’Callaghan, seconded by Ms. Harrison and carried, the Minutes from December 13, 2023, were approved.

GENERAL PUBLIC COMMENT

There were no public comments.

STAFF ASSOCIATION REPORT

Kendal Hopkins, Staff Association Representative, stated the Staff Association first began in 1975 in order for staff to communicate with the Board. Kendal mentioned plans for a “Dine Around the World” in Carroll County for staff to experience food from other cultures.

FRIENDS REPORT

Ms. Chaturvedi stated the next Friends Board meeting would be held on Friday, January 26th.

FINANCIAL STATEMENT

Ms. Edelen presented the December 2023 Financial statement to the Board. She stated cash flow is good, interest is doing well, and miscellaneous income is up due in part to increased passport applications. Ms. Edelen stated security costs are expected to go up as we go into the Spring and Summer, and we will be looking for a new vendor due to our current vendor retiring.

After reviewing the financial statement, the Board asked for a breakdown of revenue and expenses for some of the projects such as author events and Battle of the Books.

BOARD MEMBER REPORTS

A. BOARD CHAIR

Chair Hart applauded staff that were involved in the Governor's visit to Exploration Commons on January 5th.

B. OTHER BOARD MEMBERS

There were no other reports.

EXECUTIVE DIRECTOR'S REPORT

Ms. Berstler reviewed events and programming since the December Board meeting. Ms. Berstler announced that Kari Kelly has been promoted to the Branch Manager of Mount Airy and work has begun on a Feasibility Study for the Eldersburg Branch which will include public engagement sessions for officials, citizens, and staff. Ms. Chaturvedi and Ms. Hart stated they would like to attend the Battle of the Books and help host the events. Ms. Berstler reviewed talking points for the budget session and the Eldersburg Feasibility Study.

A. ADMINISTRATIVE MATTERS

There were no other Administrative Matters.

B. CORRESPONDENCE AND ANNOUNCEMENTS

The most recent press was noted.

OLD BUSINESS

A. EMPLOYMENT VERIFICATION, REFERENCES AND RECOMMENDATIONS

This update will be brought back at a future meeting.

NEW BUSINESS

Chair Hart mentioned the nominations for two new Board members and asked for a motion to forward their names to the County Commissioners with a favorable recommendation. The motion was made by Ms. Muller, seconded by Ms. Harrison and carried.

Chair Hart led the discussion regarding the membership bylaws and adding an ex-Officio member on the Library Board of Trustees. After much discussion, on motion of Ms. Muller, seconded by Ms. Harrison, the Board voted to add the following language:

“A Carroll County Commissioner will serve as an ex officio member to facilitate communication with the county's governing body. The ex-Officio position is a non-voting advisory role that does not participate in board committees or closed board sessions.”

ADJOURNMENT

On Motion of Ms. Muller, seconded by Mr. O'Callaghan and carried, the meeting adjourned at 8:40 pm.

Approved