

**MEETING SUMMARY**  
**Carroll County Public Library Board of Trustees**  
**February 28, 2024**

Location: Exploration Commons

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

Members Absent:

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

**CALL TO ORDER/WELCOME**

Chair Hart called the meeting to order at approximately 6:08 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. Harrison and carried, the Board voted to close for personnel issues at 6:09 pm.

**REVIEW AND APPROVAL OF AGENDA**

On motion of Ms. Muller, seconded by Mr. O'Callaghan and carried, the meeting opened at 7:11 pm. On motion of Ms. Muller, seconded by Mr. O'Callaghan and carried, the agenda was approved.

**REVIEW AND APPROVAL OF MINUTES**

On motion of Ms. Harrison, seconded by Ms. Chaturvedi and carried, the Minutes from January 24, 2024, were approved.

**GENERAL PUBLIC COMMENT**

There were no public comments.

**STAFF PRESENTATION**

Candace Birger, Manager of Exploration Commons, updated the Board on staff changes, new technology programs in the maker space, and community partnerships and programs the Branch is involved in.

### **STAFF PRESENTATION**

Kristen Bodvin, Outreach Manager, Lana Montgomery and TJ Finecey updated the Board on Outreach programs and community partnerships. Storytimes are on a five-week rotation serving children from birth through age five and their caregivers. The Bookmobile for independent seniors is on a three-week rotation. The Friends of the Library have been joining Outreach staff at various events to help and promote Friends of the Library.

### **STAFF ASSOCIATION REPORT**

Rachel Glover, Staff Association Representative, stated they have been able to provide gift cards and gifts to two staff members that have been out. Ms. Glover mentioned Quarterly Smiles that are snacks for staff to acknowledge their hard work and noted possible upcoming events that are being planned.

### **FRIENDS REPORT**

Ms. Chaturvedi stated the next Friends Board meeting would be held on Friday, March 8<sup>th</sup>.

### **FINANCIAL STATEMENT**

Ms. Edelen presented the January 2024 Financial statement to the Board. Ms. Edelen reviewed formatting changes to the Financial Statement and highlighted important notes on the Balance Sheet and Income Statement. Ms. Edelen reviewed financial statements for the Light of Carroll and Battle of the Books.

### **BOARD MEMBER REPORTS**

#### **A. BOARD CHAIR**

Chair Hart expressed enthusiasm for the Battle of Books and encouraged the other Board members to attend and get involved.

#### **B. OTHER BOARD MEMBERS**

Ms. Chaturvedi complimented staff on the quality and quantity of author events.

### **EXECUTIVE DIRECTOR'S REPORT**

Ms. Berstler reviewed events and programming since the January Board meeting and ongoing projects such as staff development/evaluation program and the new marketing plan. Ms. Berstler stated the Feasibility Study Survey for the Eldersburg Branch will be ending and a meeting is set for next week to review the data. Ms. Berstler reviewed talking points for the budget session and the library legislation.

#### **A. ADMINISTRATIVE MATTERS**

There were no other Administrative Matters.

#### **B. CORRESPONDENCE AND ANNOUNCEMENTS**

The most recent press was noted.

**OLD BUSINESS**

A. By Laws Amendment

On motion of seconded by and carried, the Board voted to approve 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.”

**NEW BUSINESS**

There was no new business.

**ADJOURNMENT**

On Motion of Ms. Muller, seconded by Ms. Chaturvedi and carried, the meeting adjourned at 8:46 pm.

  
Virginia R. Hansen  
**Approved**

