

**MEETING MINUTES**  
**Carroll County Public Library Board of Trustees**  
**January 22, 2025**

Location: Headquarters

Members Present: Stephen A. Wantz  
David O'Callaghan  
Carol Gorsuch (Zoom)  
Garima Chaturvedi  
Joyce Muller  
Kendra Hart

Ex-Officio: Commissioner Vigliotti

Members Absent: Virginia Harrison

Present in addition to the Board were the following staff members: Andrea Berstler, Jill Edelen, Bob Kuntz, Joe Thompson, Lisa Picker, Karen Gonsman, and Laura Bavetta.

**CALL TO ORDER/WELCOME**

Chair Wantz called the meeting to order at approximately 5:33 pm.

**ESTABLISHMENT OF A QUORUM**

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

**CLOSED SESSION**

On motion of Mr. O'Callaghan, seconded by Ms. Muller and carried, the Board voted to go into Closed Session for Personnel issues.

**OPEN SESSION**

On motion of Mr. O'Callaghan, seconded by Ms. Muller and carried, the Board voted to open session at 7:35 pm.

**REVIEW AND APPROVAL OF AGENDA**

On motion of Mr. O'Callaghan, seconded by Ms. Muller and carried, the Agenda was approved.

**REVIEW AND APPROVAL OF MINUTES**

On motion of Ms. Muller, seconded by Mr. O'Callaghan and carried, the Minutes from December 18, 2024, were approved.

**GENERAL PUBLIC COMMENT**

There was no public comment.

**STAFF PRESENTATION**

Kristin Bodvin, Outreach Manager, introduced Joelle Jarvis, Katie Fischer, Raina Newsome, and Skyler Tetreau. Joelle presented information on Library Link and the Bookmobile, highlighting ways the department serves populations that are unable to visit the library in person. Joelle described the changes made to the bookmobile and how it has enhanced the experience for its

customers. Katie and Skyler highlighted Outreach's Children's Services including Storytime Express, Puppet Shows, Little Free Libraries, Story Strolls and Summer Reading.

#### **STAFF ASSOCIATION REPORT**

Denise Laird, Staff Association Representative, noted that over 380 lbs. of food were collected at Staff Day and was distributed between Carroll County Food Sunday and other local food pantries. Denise also mentioned a new charity will be chosen for staff to support this year.

#### **FRIENDS REPORT**

Ms. Chaturvedi noted the next Friends' Board meeting is scheduled for Friday, January 31st and they are working on ways to get the Friends in the branches and volunteer more.

#### **FINANCIAL STATEMENT – INFORMATION**

Jill Edelen, Director of Finance, reviewed the most recent Financial Statement. Ms. Edelen stated numbers are as expected. Ms. Edelen noted the continued work with the 403b contract process and some possible budget planning changes for 2026 regarding the Time to Care Act/FMLA changes.

#### **BOARD MEMBER REPORTS**

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

Chair Wantz recognized Kendra's role as past Chair and thanked her for her leadership. Chair Wantz announced Dave O'Callaghan as Vice Chair and Carol Gorsuch as Secretary/Treasurer. Chair Wantz noted he would like to add brief reports from all Directors to the Agenda.

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

Ms. Chaturvedi noted the teen programming at Exploration Commons that has been recognized in the news and requested staff to compile a report noting how our employees are representing the Library on a local, state, and national level.

##### **C. EX-OFFICIO**

Commissioner Vigliotti noted the upcoming budget season and the powerline discussions as current issues for the Board of County Commissioners.

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

Ms. Berstler reviewed events and programs since the December Board meeting. Ms. Berstler noted a visit from the State Librarian on January 29th, the upcoming Board Training on February 22nd, the addition of a second middle school Battle of the Books event and planning for a book festival in September of 2026.

##### **A. ADMINISTRATIVE REPORT**

There were no other Administrative Matters.

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

The most recent press was noted.

#### **OLD BUSINESS**

##### **A. NOMINATING COMMITTEE**

Mr. O'Callaghan provided an update from the Nominating Committee. He stated they have interviewed five candidates and will submit three names to the Board of County Commissioners, in ranked order, for appointment to the Board.

**NEW BUSINESS**

There was no New Business.

**ADJOURNMENT**

On motion of Mr. O'Callaghan, seconded by Ms. Muller and carried, the Board voted to Adjourn Open Session and enter a Closed Session for personnel matters at 8:42 pm.

Sydney Chairman  
Approved

