

MEETING MINUTES
Carroll County Public Library Board of Trustees
September 24, 2025

Location: North Carroll Branch

Members Present: Stephen A. Wantz
David O'Callaghan
Carol Gorsuch
Kendra Hart
Garima Chaturvedi
Beth Gray

Ex-Officio:

Members Absent: Jessica Wilson

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

CALL TO ORDER/WELCOME

Chair Wantz called the meeting to order at approximately 7:05 pm.

ESTABLISHMENT OF A QUORUM

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

REVIEW AND APPROVAL OF AGENDA

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

REVIEW AND APPROVAL OF MINUTES

On motion of Ms. Gray, seconded by Mr. O'Callaghan and carried, the Minutes from June 25, 2025, were approved.

GENERAL PUBLIC COMMENT

Marty Hankins commended the Branch on their programming and staff.

STAFF PRESENTATION

Darrell Robertson, North Carroll Branch Manager, reviewed programming and activities throughout the year. Mr. Robertson highlighted children's programming, teen and adult activities, Summer Reading, Battle of the Books and community partnerships.

STAFF ASSOCIATION REPORT

Sarah Stone, Staff Association Representative, reported they are wrapping up fundraisers for PFlag and the staff Emergency Fund. Mary Wells will be the next President.

FRIENDS REPORT

There was no Friends report.

FINANCIAL STATEMENT – INFORMATION

Jill Edelen, Director of Finance, reviewed the most recent Financial Statement reporting that all is going well. The audit will be presented at the next meeting.

BOARD MEMBER REPORTS

A. BOARD CHAIR

Chair Wantz reported on the activities he has attended since the last meeting including Touch a Truck at Taneytown and a tour of Eldersburg with Greg Kahlert of the Kahlert Foundation that has granted the library with funding for upcoming programs and projects.

B. OTHER BOARD MEMBERS

Other Board members discussed an upcoming event at the Finksburg branch with the Astronomical Society debuting new equipment gifted by Mr. and Mrs. O'Callaghan, the new music garden at the Mount Airy branch, Summer Reading, book sales and book swaps.

C. EX-OFFICIO

There was no ex-officio present.

EXECUTIVE DIRECTOR'S REPORT

Ms. Berstler reviewed events and programs since the June Board meeting and noted upcoming events including Staff Day, and planning for another Board Retreat, the Light of Carroll, and the Book Festival.

ADMINISTRATIVE REPORT

There were no other Administrative Matters.

A. ELT REPORTS

Joe Thompson updated the Board on Summer Reading and Bob Kuntz reported on the upcoming renovations to the North Carroll branch.

B. CORRESPONDENCE AND ANNOUNCEMENTS

The most recent press was noted.

OLD BUSINESS

There was no old business to discuss.

NEW BUSINESS

A. Nominating Committee – Carol and Dave will help with the Trustee search for the Westminster area.

B. Circulation Policy – The policy was presented with no suggested changes. On Motion of Mr. O'Callaghan, seconded by Ms. Gray and carried, the Board voted to accept the policy as presented with no revisions.

C. Conflict of Interest – Board members updated their forms.

D. 2026 Holidays and Closings – On Motion of Mr. O'Callaghan, seconded by Ms. Gray and carried, the Board voted to close the system on September 19, 2026, for the Book Festival.

At Chair Wantz's suggestion, the Board agreed to close the system at noon on Thanksgiving Eve for this year and future years.


E. 2026 Meeting Dates – Next year's dates were presented and accepted.

F. Board Retreat – Ms. Berstler asked the Board for their ideas and will work on scheduling the next Retreat.

G. October Meeting Date – The Board discussed the meeting dates through the end of the year and decided to cancel the October meeting, move the November meeting up to November 5th at 6:00 pm at Headquarters and move the December meeting to December 3rd at 7:00 pm at the Westminster branch.

ADJOURNMENT

On motion of Mr. O'Callaghan, seconded by Ms. Chaturvedi, and carried, the meeting adjourned at 8:50 pm.



Approved

