

MEETING MINUTES
Carroll County Public Library Board of Trustees
December 18, 2024

Location: Westminster

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

Ex-Officio:

Members Absent: Garima Chaturvedi

Present with the Board were the following staff members: Andrea Berstler, Jill Edelen, Bob Kuntz (Zoom), Joe Thompson, Lisa Picker, Karen Gonsman, and Laura Bavetta.

CALL TO ORDER/WELCOME

Chair Hart called the meeting to order at approximately 7:00 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 Ms. Muller seconded by Mr. Wantz and carried, the Agenda was approved.

REVIEW AND APPROVAL OF MINUTES

On motion of Ms. Muller, seconded by Ms. Harrison and carried, the Minutes from November 20, 2024, were approved.

GENERAL PUBLIC COMMENT

There was no public comment.

STAFF PRESENTATION

Christina Ogle, Westminster Branch Manager, provided a summary of the branch's programming and partnerships. Ms. Ogle highlighted how the branch connects with the community and builds strong relationships with surrounding businesses, schools and local non-profit organizations.

STAFF ASSOCIATION REPORT

Joy Zimmer, Staff Association Representative, noted the jewelry sale that is continuing throughout the branches. The money raised is to support the emergency fund and the staff charity.

FRIENDS REPORT

In Ms. Chaturvedi's absence, Ms. Berstler updated the Board on the Friends' annual meeting, their efforts to build a strong volunteer group and plans for their 2025 initiatives.

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 will have more information regarding the costs associated with migration at the January meeting.

BOARD MEMBER REPORTS

A. BOARD CHAIR

Chair Hart recognized Joyce Muller's service to the Board and support of the Library. Ms. Muller is retiring from her position on the Board. Ms. Muller was presented with a Citation on behalf of the Board and the Library.

B. OTHER BOARD MEMBERS

Mr. Wantz noted the award received by Exploration Commons at MACO.

C. EX-OFFICIO

There was not a Commissioner present.

EXECUTIVE DIRECTOR'S REPORT

Ms. Berstler further commended Exploration Commons on the County Innovation Award, The award recognizes superb and leading-edge programming and highlights how EC improves the overall quality of life and service delivery to residents. Ms. Berstler reviewed events and programs since the November Board meeting. Ms. Berstler noted the continued Strategic Plan monthly committee meetings, work on a book festival pilot event and plans to discuss an Entrepreneur Academy program.

A. ADMINISTRATIVE REPORT

There were no other Administrative Matters.

B. CORRESPONDENCE AND ANNOUNCEMENTS

The most recent press was noted.

OLD BUSINESS

A. NOMINATING COMMITTEE

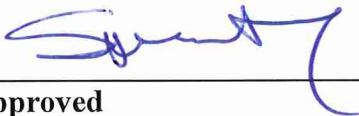
Mr. O'Callaghan provided an update from the Nominating Committee. He stated they have had five meet and greets with potential Board candidates so far and the interview process will continue through January.

NEW BUSINESS

There was no New Business.

ADJOURNMENT

On motion of Ms. Muller, seconded by Mr. O'Callaghan and carried, the Board voted to Adjourn Open Session and enter a Closed Session for personnel matters at 7:53 pm.



Approved