

**MEETING MINUTES**  
**Carroll County Public Library Board of Trustees**  
**January 28, 2026**

Location: Headquarters

Members Present: Stephen A. Wantz  
David O'Callaghan (Zoom)  
Carol Gorsuch (Zoom)  
Kendra Hart  
Garima Chaturvedi  
Beth Gray  
Jessica Wilson

Ex-Officio:

Members Absent:

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 6:02 pm.

**ESTABLISHMENT OF A QUORUM**

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

**CLOSED SESSION – PERSONNEL**

On motion of Ms. Chaturvedi, seconded by Ms. Wilson and carried, the Board voted to go into Closed Session for Personnel Matters at 6:06 pm.

**REVIEW AND APPROVAL OF AGENDA**

On motion of Ms. Gray, seconded by Ms. Wilson and carried, the Agenda was approved at 7:37 pm.

**REVIEW AND APPROVAL OF MINUTES**

On motion of Mr. O'Callaghan, seconded by Ms. Gray and carried, the Minutes from December 3, 2025, were approved.

**GENERAL PUBLIC COMMENT**

There was no public comment.

**STAFF PRESENTATION**

Outreach staff members Skylar Tetreau and Dennis Laird presented the year in review to the Board. Outreach provides both children and senior services to many locations in the County. The location hosted 1,392 programs with an attendance of 26,248 people. Outreach continues to increase the number of providers served and will be starting a Senior Battle of the Books program.

### **STAFF ASSOCIATION REPORT**

Denise Laird, Staff Association Representative, stated they will be offering discounted Hershey Park tickets and Renaissance Festival tickets again this year.

### **FRIENDS REPORT**

Friends Board President, Jeff Griffith, presented the report. Mr. Griffith stated the Friends will be sponsoring the Light of Carroll Awards and announced the Cabin Fever Book Swap taking place on February 10<sup>th</sup> at Oscars in Eldersburg.

Mr. Griffith proposed amendments to the By Laws regarding the number of board positions and language stating that the Friends are a subcommittee of the Board of Trustees.

Mr. O'Callaghan made a motion to endorse the By Laws amendments as presented. Ms. Gray seconded the motion. After more discussion, Mr. O'Callaghan amended his motion to remove the words "up to".

On motion of Mr. O'Callaghan, seconded by Ms. Gray and carried, the Board voted to approve the By Laws as amended.

Mr. Griffith will propose staggered terms to the Friends Board at a future meeting.

### **FINANCIAL STATEMENT – INFORMATION**

Jill Edelen, Director of Finance, reviewed the most recent Financial Statement, reporting that all is going well. Ms. Edelen stated that the updated contribution rate for the State Retirement is included in the budget request to the County.

### **BOARD MEMBER REPORTS**

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

Chair Wantz expressed excitement for the upcoming Light of Carroll event and the wonderful nominations that were received. Chair Wantz also commended Outreach for their presence in the county and the importance of bringing library services to communities that are unable to visit branches.

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

Other Board members praised the collaboration between the Library and Carroll County Public Schools, were grateful for the library's online and digital collections during the winter months and attended cooking classes and Friends meetings.

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

There was no ex-officio present.

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

Ms. Berstler reviewed events and programs since the December Board meeting, and highlighted upcoming events like the Light of Carroll Awards, Davis Day Celebration and the Book Festival.

### **ADMINISTRATIVE REPORT**

There were no other Administrative Matters.

**A. ELT REPORTS**

There were no ELT reports.

**B. CORRESPONDENCE AND ANNOUNCEMENTS**

The most recent press was noted.

**OLD BUSINESS**

**A. NOMINATING COMMITTEE**

Mr. O'Callaghan stated the Board had interviewed three candidates and will have a discussion and make a recommendation to the Board of County Commissioners.

**B. BEHAVIOR POLICY**

There was a recommendation to add **cannabis** to the line regarding tobacco, e-cigarettes, vaping products and alcohol on CCPL property. Staff will research the County's language regarding the use of cannabis in and around County buildings. This item will be back on the next Agenda.

**C. MEETING ROOM POLICY**

On motion of Ms. Wilson, seconded by Ms. Gorsuch and carried, the Board voted to accept the Meeting Room Policy as amended.

**D. DISPLAY POLICY**

On motion of Ms. Gorsuch, seconded by Ms. Gary and carried, the Board voted to accept the Display Policy as amended.

**E. FOUNDATION WHITE PAPER**

The White Paper will be resent to the Board and discussed at a future meeting.

**NEW BUSINESS**

There was no New Business.

**ADJOURNMENT**

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

On motion of Ms. Wilson, seconded by Ms. Chaturvedi and carried, the Board voted to adjourn after Closed Session.

  
Approved

