

**MEETING MINUTES**  
**Carroll County Public Library Board of Trustees**  
**February 25, 2026**

Location: Exploration Commons

Members Present: Stephen A. Wantz  
David O'Callaghan  
Carol Gorsuch  
Beth Gray  
Jessica Wilson

Ex-Officio: Commission Gordon

Members Absent: Kendra Hart  
Garima Chaturvedi

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 7:01pm.

**ESTABLISHMENT OF A QUORUM**

Five 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. Gorsuch and carried, the Agenda was approved.

**REVIEW AND APPROVAL OF MINUTES**

On motion of Mr. O'Callaghan, seconded by Ms. Wilson and carried, the Minutes from January 28, 2026, were approved.

**GENERAL PUBLIC COMMENT**

There was no public comment.

**ASSET STRATEGY 403b STATUS UPDATE**

Keaton Macut, Asset Strategy, provided an update on the transition from TIAA, investment strategy and employee engagement going forward. Mr. Macut stated employees have been offered a wider array of options with Voya and with reduced costs. Leadership staff meets with Mr. Macut quarterly to discuss performance and there will be another round of employee meetings with Mr. Macut in the near future.

**STAFF PRESENTATION**

Candace Birger, Explorations Commons Manager, updated the Board on new staff, new partners, grants for the teaching kitchen and a new CNC machine in the makerspace. The Branch continues popular events like Baking with a Badge, Books and Bites and the annual Maker Day.

## **STAFF ASSOCIATION REPORT**

Katelyn Callahan, Staff Association Vice President, updated the Board on the quarterly meetings with Ms. Berstler and the creation of a Staff Association Teams page.

## **FRIENDS REPORT**

Friends Board President, Jeff Griffith, provided an update to the Board. Mr. Griffith stated the Friends Board is now complete and fully engaged and excited about their workplan. There was a successful Book Swap at Oscar's that generated a lot of positive outcomes and momentum. Mr. Griffith stated the group will be volunteering at the Light of Carroll Awards and are looking forward to the Advocacy Workshop on March 31<sup>st</sup>.

## **FINANCIAL STATEMENT – INFORMATION**

Jill Edelen, Director of Finance, reviewed the most recent Financial Statement, reporting that all is going well. Ms. Edelen stated we are waiting to hear from the County about a Budget Hearing date to discuss the request for the library. Mr. Edelen reported there were two checks flagged for fraud and staff has been working with the bank to ensure the highest levels of protection for the accounts. All funds have since been reimbursed and additional safety measures have been implemented.

## **BOARD MEMBER REPORTS**

### **A. BOARD CHAIR**

Chair Wantz mentioned the Light of Carroll Awards and is looking forward to volunteering.

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

Mr. O'Callaghan noted the Board donation for the Light of Carroll and the new CCPL apparel. Ms. Gorsuch loved seeing the carvers display at North Carroll which is on loan from the Historical Society as part of the Carroll 250 programming. Ms. Wilson attended the Book Swap at Oscar's and Ms. Gray has been involved with the Friends Board and their activities.

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

Commissioner Gordon noted the five-year anniversary of Exploration Commons and looking forward to the Book Festival in September.

## **EXECUTIVE DIRECTOR'S REPORT**

Ms. Berstler reviewed events and programs since the January Board meeting, and highlighted upcoming events like the Light of Carroll Awards, Davis Day Celebration and the Book Festival. The Board picked a date for the retreat, Ms. Berstler will reach out to the consultant to schedule.

## **ADMINISTRATIVE REPORT**

There were no other Administrative Matters.

### **A. ELT REPORTS**

Ms. Picker provided an update on Book Festival and Day for Booklovers planning.

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

The most recent press was noted.

**OLD BUSINESS**

**A. NOMINATING COMMITTEE**

Mr. O'Callaghan stated the Board had submitted their nomination to the Board of County Commissioners and are awaiting their decision.

**B. BEHAVIOR POLICY**

Following guidance from the County's language, it is not necessary to add specific cannabis language at this time. On motion of Mr. O'Callaghan, seconded by Ms. Gorsuch and carried, the Board voted to approve the policy as written with one formatting correction.

**C. FOUNDATION WHITE PAPER**

The White Paper will be discussed at the retreat.

**NEW BUSINESS – IMPACT FROM NEW LEGISLATION**

**A. MARYLAND VALUES ACT**

Ms. Berstler reviewed the language and asked the Board to review the documents provided so they can be discussed at the next meeting.

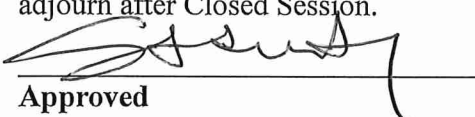
**B. COLLECTION DEVELOPMENT POLICY**

Per requirements by the Maryland State Library, language was added to the Collection Development Policy, Section XI. On motion of Ms. Wilson, seconded by Ms. Gorsuch and carried, the Board voted to accept the Policy as revised.

**ADJOURNMENT**

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

On motion of Mr. O'Callaghan, seconded by Ms. Gorsuch and carried, the Board voted to adjourn after Closed Session.

  
Approved

