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

Location:	Headquarters
Members Present:	Stephen A. Wantz David O'Callaghan Garima Chaturvedi Beth Gray Jessica Wilson Eli Persing
Ex-Officio:	Commissioner Vigliotti
Members Absent:	Carol Gorsuch

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

CALL TO ORDER/WELCOME
Chair Wantz 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 Mr. O'Callaghan, seconded by Ms. Chaturvedi and carried, the Agenda was approved.

REVIEW AND APPROVAL OF MINUTES
On motion of Ms. Gray, seconded by Ms. Wilson and carried, the Minutes from September 23, 2026, were approved.

GENERAL PUBLIC COMMENT
There was no public comment.

AUDIT
Ms. Edelen introduced Cheri Amoss, CPA, CliftonLarsonAllen, LLP. Ms. Amoss stated CCPL received a clean, unmodified audit opinion which is the highest level. Ms. Amoss mentioned there was a report on internal controls and no weaknesses were found.

STAFF ASSOCIATION REPORT
Arielle Baquol, Staff Association, reported the fund raiser for Carroll County Food Sunday raised $225, there is currently a canned food drive happening at the branches and they will be taking recommendations for the next charity in the coming weeks.

FRIENDS REPORT
Friends Liaison, Beth Gray presented the Friends Report. Ms. Gray noted the success of the

community gathering and book swap at Stratosphere Social earlier in the month to kick off National Friends of the Library week and the upcoming Annual Meeting on November 20th.

FINANCIAL STATEMENT – INFORMATION

Jill Edelen, Director of Finance, reviewed the most recent Financial Statement, noting that numbers are good and things are progressing as expected.

Ms. Edelen expects to organize a meeting with the 403b committee to discuss an option that is currently under performing and see if there is a better option to replace it with.

Ms. Edelen explained an amendment to the fund balance proposal to cover a cyber security audit. Ms. Edelen would like to add $25,000 to the request.

On motion of Mr. O'Callaghan, seconded by Ms. Wilson and carried, the Board voted to accept the amendment.

BOARD MEMBER REPORTS

A. BOARD CHAIR

In order to save time since the consultants were waiting for Closed Session to begin, Chair Wantz ceded the time to Commissioner Vigliotti.

B. OTHER BOARD MEMBERS

C. EX OFFICIO

Commissioner Vigliotti praised the Library on the success of the Book Festival and stated how proud all the Commissioners were of library staff for planning the event. Mr. Vigliotti stated a new County Administrator has been hired and will be announced in the coming days. Ms. Berstler stated the library would like to offer tours of the branches to the new County Administrator to help them learn about the system.

EXECUTIVE DIRECTOR'S REPORT

Ms. Berstler reviewed events and programs since the last Board meeting and briefed the Board on her recent attendance at the Library Journal's Director Summit.

ADMINISTRATIVE REPORT

There were no other Administrative Matters.

ELT REPORTS

There were no ELT reports.

CORRESPONDENCE AND ANNOUNCEMENTS

The most recent press was noted.

OLD BUSINESS

A. FOUNDATION WORK GROUP

An initial report was presented to the Board. Chair Wantz asked the group to review the report for the November Board meeting.

NEW BUSINESS

A. 2027 OFFICERS

Chair Wantz noted a new slate of officers will begin in January. It was proposed that Mr. O'Callaghan, as current Vice Chair, would sit as the new Chair and Ms. Gorsuch, current Secretary/Treasurer would sit as the new Vice Chair. Mr. Wantz stated that Ms. Gray has agreed to serve as Secretary/Treasurer. With no other volunteers or comments, on motion of Ms. Wilson, seconded by Mr. Persing and carried, the 2027 slate of officers was approved.

B. POLICY – COLLECTION DEVELOPMENT AND FREEDOM TO READ REGULATIONS

Ms. Berstler noted requirements of the State Library to add a timeline regarding challenged materials (Section IX) to the policy if someone submits a "Request to Consider" form. On motion of Mr. O'Callaghan, seconded by Ms. Wilson and carried, the new language was approved.

CLOSED SESSION

On motion of Mr. O'Callaghan, seconded by Ms. Wilson and carried, the Board voted to go into Closed Session at 8:12 pm.

ADJOURNMENT

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

Approved