

Martinsburg-Berkeley County Public Library Commission  
Martinsburg Berkeley County Public Library – 2<sup>nd</sup> Floor  
September Meeting Minutes  
September 24, 2020

Scott Campbell, Chair, called the meeting to order at 5:00PM.

Present: Scott Campbell, Chair; Gary Wine, Vice Chair; Billie Grey, Secretary; Karen Greenfield; Gretchen Fry, Librarian.  
Absent: Sara Douglass, Treasurer.

A quorum being present, the items on the agenda were considered.

The minutes of the August 27, 2020 meeting were approved on a Wine/Greenfield motion by a unanimous voice vote.

There were no Public Comments.

The Financial Report ending August 31, 2020 presented by Lynn Walker was approved on a Greenfield/Wine motion with a unanimous voice vote.

The Director's Report was presented by Gretchen Fry and will be included in the minutes.

Unfinished Business:

Physical improvements to the Martinsburg Library are continuing. All matters discussed were within the authority of the librarian and did not require Board action.

Karen Greenfield and Gretchen Fry are coordinating electronic access for Berkeley County students to use on their school device. Grade level and school added content will be electronically available using the Public Library.

New Business:

None on the agenda.

The Wine/Greenfield motion to adjourn was approved by unanimous voice vote and the meeting adjourned at 5:26PM.

Respectfully submitted,  
Billie J. Grey, Secretary

## **Directors Report September 2020**

The Musselman-South Berkeley Library is now open to the public. Kids Connect is up and running at the all the libraries.

### **Hedgesville Funds:**

The library received almost 21,000 dollars in unclaimed funds from the WV State Treasures Office. The funds were in the name of the Naylor Memory library and included stocks from a will disbursement in 1998 from the estate of Mary Naylor Bennet and from Fidelity Mutual funds donated by Virginia Landis. Our best hypothesis is that these funds were lost during the period when public library took over the management of Naylor Memorial Library from the Naylor Memorial Hall steering committee. Dana worked hard to assemble the proof needed to obtain the funds- Specifically, that the Naylor Memorial Library had been renamed the Hedgesville Library.

**Library Programs:**

The library is offering a new virtual reading challenge entitled “Read Woke” starting October 5<sup>th</sup>, for all ages through our Beanstack app. The challenge, developed by 2020 school librarian of the year Cicely Lewis, encourages participants to read about other people, places, and experiences different from their own. The school is promoting this program through “Peach Jar” and already 300 teens and 30 children have signed up.

**Martinsburg Library Improvements:**

Martinsburg Library managers have been meeting weekly to discuss options for rearranging the physical space of the library to best fit patron needs.

Installation of flooring in the children’s department started Tuesday September 22<sup>nd</sup>. Flooring will cover the entire children’s department, Martinsburg Room, and Stem Lab. A new circulation desk has been ordered for the children’s department. This desk has a smaller footprint, allowing space for a “new book” display, and no back, so staff can easily monitor the vestibule and the Martinsburg room.

**Upcoming Library trainings and meetings:**

Martinsburg-Berkeley County Library will hold a virtual staff development day via Zoom on October 12<sup>th</sup>

WVLA conference is virtual and free this year. First session is on Wednesday October 7<sup>th</sup>. Sessions will be offered on Tuesdays and Thursdays in the month of October. Library staff are encouraged to attend.

Library managers will be attending the virtual Library Journal “Design Institute” to learn about current library design on November 18<sup>th</sup>.

**Holiday Schedule correction:**

The library will be closed on Veterans Day, Wednesday November 11<sup>th</sup>, not November 9<sup>th</sup>.