

Martinsburg-Berkeley County Public Library Commission  
Martinsburg Berkeley County Public Library  
November Meeting Minutes  
November 28, 2022

Karen Greenfield, Chair, called the meeting to order at 5:10PM.

Present: Karen Greenfield, Chair; Lakyn Ausherman, Vice Chair; Billie Grey, Secretary; Gretchen Fry, Librarian. Absent: Sara Douglass, Treasurer.

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

The minutes of the October 27, 2022 meeting were approved as amended on a Grey/Ausherman motion by unanimous voice vote.

Public comments: None

The Financial Report ending October 31, 2022 presented by Lynn Walker, Finance and Human Resource Manager, was accepted, pending audit, on a Grey/Ausherman motion by unanimous voice vote.

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

Unfinished Business:

The RFP Committee interviewed 3 finalists but needs additional information before a recommended decision can be made. The highest bid was \$110,000.

Billie Grey moved to approve expenditure of not more than \$110,000 from the Fund Balance and authorize Karen Greenfield and Gretchen Fry to sign a contract for the preparation of a Facilities Master Plan. Lakyn Ausherman seconded the motion and it passed on a unanimous voice vote.

New Business: None

The December meeting will be scheduled if needed. The January meeting is scheduled for the regular day, January 26, 2023.

The Ausherman/Grey motion to adjourn was approved by unanimous voice vote and the meeting adjourned at 5:39PM.

Respectfully submitted,  
Billie J. Grey, Secretary

## Directors Report- November 2022

Amendment 2 failed to be adopted by the voters of West Virginia. The library's funding from personal and business personal property taxes is secure for now.

I attended the Service Center Library Director's meeting in Charleston last week. Now that the Library Commission has been absorbed into Arts and Culture, they are working on defining their future role and coping with a significantly reduced staff.

The Service Center directors asked Donna Calvert, the new head of the Library Commission (now a division of Arts and Culture), to find a definitive answer to the question of whether or not public libraries are required to accept electronic payments online as outlined in SB280. The law requires all "political subdivisions" to "allow persons to submit payments electronically" or to file a waiver if they cannot meet the requirement. Because most libraries in West Virginia are "quasi-governmental" we need clarification on whether or not we are a "political subdivision"

Randal Reid-Smith, the director of Arts and Culture, attended part of the Service Center meeting. The discussion centered on the formula for how State Grants and Aid is distributed (currently by population). Randal Reid-Smith said they are "working on the formula" and stressed the need for small libraries to receive a "base amount." I argued that providing additional funding for a "base amount" to small libraries was a possible solution if that money came from another source. Reworking the formula so that money was taken away from larger libraries to fund smaller ones is NOT a solution.

Mr. Reid- Smith agreed to a zoom meeting in early December with members of the WVLA legislative committee (of which I am a member) so that we can reach common ground on our legislative goals.

Lynn met with the HVAC and Roofing companies on Thursday 17<sup>th</sup>. At this point it does not look like we will have a new HVAC installation until spring.

### Upcoming

December 3<sup>rd</sup>- Christmas on Main. Martinsburg Library will host Children's activities on the plaza.