

Martinsburg-Berkeley County Public Library Commission
Martinsburg Berkeley County Public Library
May Meeting Minutes
July 22, 2021

Karen Greenfield, Acting Chair, called the meeting to order at 4:55PM.

Present: Karen Greenfield, Acting Chair; Sara Douglass, Treasurer; Billie Grey, Secretary; Gretchen Fry, Librarian; Lynn Walker, Finance and Human Resource Manager. Absent: Gary Wine, Vice Chair.

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

The new Board member has not been appointed, so the election of officers was deferred.

There were no public comments.

The minutes of the June 24, 2021 meeting were approved on a Grey/Douglass motion by unanimous voice vote.

The Financial Report ending June 30, 2021 presented by Lynn Walker was accepted pending audit on a Douglass/Grey motion by unanimous voice vote.

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

Unfinished Business:

The Musselman-South Berkeley Library will revert to the pre-COVID operating hours, 10A – 5P, Tuesday, Wednesday, and Thursday. Approved on a Douglass/Grey motion by unanimous voice vote.

New Business:

The library will participate in Statewide “Save A Life” Day on September 1 when NarCan Kits and Training will be available.

The Draft RFQ for System-Wide Facilities and Needs Assessment was deferred to allow time for distribution and review.

The Draft By-law Addition was reviewed and deferred until next month to allow time for it to be revised.

The Douglas/Grey motion to adjourn was approved by unanimous voice vote and the meeting adjourned at 5:40PM.

Respectfully submitted,
Billie J. Grey, Secretary

Director's Report July 2021

The shelving and furniture have been installed in the new Teen Area in Martinsburg. Musselman high school is in the process of hiring a new school Librarian. Martinsburg is currently seeking a full-time Library associate, who will work mostly in the Children's and Teen Departments. The audit committee (Sara Douglass, Gretchen Fry, and Lynn Walker) reviewed applications and selected an auditor.

Library Affiliates

Lynn has been assisting the Paw Paw library director with setting up QuickBooks. The Shepherdstown Library building was struck by a vehicle and will be closed until structural repairs can be made. The Shepherdstown library is now operating out of the Community Center located next to the library. Berkeley County Library users can still obtain books from the Shepherdstown Library through the courier system.

Summer Reading

The last day to complete the reading challenge and enter a ticket into one of the drawings is July 24th.
Upcoming Programs (see website for complete list)
July 24th- Hedgesville- Outdoor Storytime featuring READ Dogs
July 24th- Martinsburg- Pet-a- Polooza
July 29th Hedgesville- All ages- Storyteller Adam Booth (sponsored by Hedgesville Friends)
August 14th Martinsburg- All Ages- Outdoor Cosplay Contest and Free Comic Book Day