

Martinsburg-Berkeley County Public Library Commission
Musselman South Berkeley Community Library
August Special Meeting Minutes
August 27, 2024

Sarah Douglass, Vice Chair, called the special meeting of the Martinsburg Berkeley County Library Commission to order at 4:07 PM in the Musselman South Berkeley Community Library.

Attendees:

Voting Members: Sara Douglass, Vice Chair; Ian Gingold, Treasurer; Lakyn Ausherman, Secretary; Robert Mahaffey, Member; Alisa Mills, Member

Non-voting Members: Gretchen Fry, MBCPL Director; Lynn Walker, Finance and Human Resource Manager;

Guests: J.D. Boyd, County Commission Liaison

Strategic Planning Session:

Due to construction projects at the Martinsburg Library, the contractor Boland recommended Aero Ehns Inc. to create a remediation plan to be sent out on bid for remediation projects at the Martinsburg Library. The library is waiting on this Scope of Work before any further information about a timeline for project completion is developed.

Due to the Martinsburg Library's closure, fines are not being charged as the book drop is currently closed. The catalog will not allow holds to be placed at the Martinsburg Library building. Passports will be operating out of the Hedgesville Library building. The branches will temporarily be opened for longer hours as the Martinsburg Library services will be moved to branch locations. Hedgesville and North Berkeley will be open 10-15 M-Saturday and Hedgesville will have evening hours on >>>> and North Berkeley will have evening hours on >>>>. The Musselman South Berkeley library will also have extended hours that are being coordinated with the Musselman High School Library staff.

There is a property for sale in the Downtown area by the Martinsburg Library building, with two lots and a small building that could provide an opportunity for additional parking.

A draft facilities plan for both short term and long term facility goals was discussed.

Respectfully submitted,
Lakyn Ausherman

Martinsburg-Berkeley County Public Library Commission
Musselman South Berkeley Community Library
August Regular Meeting Minutes
August 27, 2024

Sarah Douglass, Vice Chair, called the regular meeting of the Martinsburg Berkeley County Library Commission to order at 5:01 PM in the Martinsburg Library.

Attendees:

Voting Members: Sara Douglass, Vice Chair; Ian Gingold, Treasurer; Lakyn Ausherman, Secretary; Robert Mahaffey, Member; Alisa Mills, Member

Non-voting Members: Gretchen Fry, MBCPL Director; Lynn Walker, Finance and Human Resource Manager

Guests: Hedgesville Friends, David Porterfield, Dr. David Saxe, Superintendent of Berkeley County Schools, H.D. Boyd, County Commission Liaison

Approval of Minutes:

The minutes of the July 24, 2024 meeting were approved on a Gingold/Mahaffey motion by unanimous voice vote.

Public Comments:

Representatives from the Hedgesville Friends reminded the Board that the Hedgesville Friends are sponsoring a History Alive program at the Hedgesville Library on September 18, 2024, and the Friends will be providing a Mark Twain presentation at Hedgesville Middle School.

Financial Report:

The Financial Report ending July 31, 2024 presented by Lynn Walker, Finance and Human Resource Manager, was accepted, pending audit, on a Gingold/Mahaffey motion by unanimous voice vote.

Director's Report:

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

Unfinished Business:

A pre-construction meeting was held for the North Berkeley Pavilion project and a deposit was made. It will be submitted to the county for permits.

New Business:

Dr. Ryan Saxe, the new Superintendent of Berkeley County Schools met with the Library Commission to discuss the Library's relationship with the school system and his past work in Cabell County. He advised that he and his family are supporters of the public library system and he wishes to work with the public library system within his time in Berkeley County Schools.

He advised that Mr. Ty Tyson is currently seeking quotes for updates to the Musselman South Berkeley Community Library. Musselman South Berkeley Community Library desired updates include; new flooring, a security update to add a buzzer to require buzzing in from the library to the school building, updated and mobile seating, and in-floor power options. The Martinsburg Library is willing to purchase a mobile Circulation Desk for the Musselman Library.

The Martinsburg HVAC project is currently paused until abatement is complete.

Gretchen has been working with Susanna from Region 9 to find additional grant opportunities for improvements to the Martinsburg Library.

Dana, Manager of the Hedgesville Library will be working on coordinating handrails for the building. She is currently seeking quotes for this project.

A Gingold/Mills motion to first: form a committee consisting of Ian Gingold as the Chair, Robert Mahaffey, Gretchen Frye, and Lynn Walker, along with other library staff, to explore the purchase of an available lot in downtown Martinsburg near the Martinsburg Library building, and second: to approve the expenditure of up to \$350,000.00 to purchase said open property on King Street was approved by unanimous raised hand vote.

A slate was proposed for the 2024-2025 Library Commission Officer elections which reads as follows: President, Lakyn Ausherman, Sarah Douglass, Vice President, Treasurer, Ian Gingold, Secretary, Alisa Mills, Member, Robert Mahaffey. A Gingold/Mahaffey motion to accept the proposed slate of officers was approved by unanimous voice vote.

The Gingold/Ausherman motion to adjourn was approved by unanimous voice vote, and the meeting adjourned at 6:09 PM.

Respectfully submitted,
Lakyn Ausherman

Directors Report August 2024

A recent Martinsburg Journal article covered both the Library's HVAC project and Senator Patricia Rucker's presentation of a check for \$10,000 of LEDA money for the project.

Berkeley County IT installed more wireless access points in the Martinsburg Library. We are currently waiting on a quote for them on getting all of the cables properly tied up in the Martinsburg building once the ceilings are down.

Representatives of Thrasher has been onsite multiple times to work on the Martinsburg Library Building assessment.

Keith completed the yearly Biblostat report I am pleased to report that overall circulation of both physical and digital materials has increased. Physical circulation has increased in Martinsburg from 105,801 to 110,763 items per year. North Berkeley's circulation increased from 29,413 to 31,347 items per year. Musselman library saw a slight increase in circulation from 23, 600 to 23,673 items per year. Hedgesville saw a slight decrease in circulation from 33,316 to 32, 336 items per year.

Library programs and activities:

The North Berkeley Friends group and the Hedgesville Friends group will be paying for a "History Alive" program at North Berkeley Library and Hedgesville Library. An actor portraying Mark Twain will be visiting the Hedgesville Library on September 18th and the North Berkeley Library on Sept 19th.

Friends of the Hedgesville Library will also be paying for the Mark Twain History Alive presentation at Hedgesville Middle School. This spring, the Friends of Hedgesville Library will be presenting free books all of the Kindergartners at the Hedgesville Elementary school.

Hedgesville Library will be participating in Hedgesville Days on October 12th. The Friends of the Hedgesville Library are purchasing promotional materials for the Hedgesville Library in celebration of 10 years at the current location.

On August 13th, MBCPL partnered with Four Seasons Books to host New York Times bestselling Young adult authors Jordan Ifueko and Namina Forna at the Musselman-South Berkeley Community Library.

Musselman- South Berkeley Community Library will be supporting the South Berkeley food truck festival on August 24th by providing free "Family fun day" activities in the library from 11am-3pm. The South Berkeley Food Truck fest is a fundraiser for Bunker Hill Elementary school PTA. The event will be held at Musselman High School.