

Martinsburg-Berkeley County Public Library Commission
Martinsburg Berkeley County Public Library
June Meeting Minutes
June 29, 2023

Karen Greenfield, Chair, called the meeting to order at 5:04PM.

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

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

The minutes of the May 26, 2023 meeting were approved, as amended, on a Grey/Gingold motion by unanimous voice vote.

Public comments: None

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

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

Unfinished Business:

Proposal for Owner's Representative for the Martinsburg Library HVAC and Electrical Project has been deferred.

New Business: None

The Gingold/Ausherman motion to adjourn was approved by unanimous voice vote and the meeting adjourned at 5:32 PM.

Respectfully submitted,
Billie J. Grey, Secretary

Directors Report June 2023

Summer Reading Program

System wide, 620 people are registered for the summer reading program through the BeanStack App and have recorded 140,339 minutes read. Martinsburg Library offers at least one program every day during the summer, and the branches have programs on most of the days that they are open.

Attendance for programs has been excellent this summer. Here are some examples:

- Hedgesville reported 73 for the Talewise Science Storytellers program, over 201 for the Starlab program (3 sessions), 198 for the West Virginia raptors program, 50 people for Family trivia night, and 45 for traditional Storytime.
- North Berkeley reported 37 attendees for the Starlab program, 45 for the alike/different Storytime, and 75 people for the West Virginia Raptors program. Ten adults attended a presentation by Steve French, a local historian.
- Musselman reported over 100 for the Starlab program (2 sessions) and 98 people for the West Virginia Raptors Program.
- Martinsburg reported 68 for the "Martinsburg Rocks!" kids concert, which was held inside the library due to the weather. Over 40 people attended Baby Storytime last week.

Library Facilities/Maintenance

Martinsburg HVAC system is basically functioning but still causing us problems. A blocked condensation drain for the HVAC system caused a water leak that dripped into the main library computer server. Library paid Chambers Heating and Air \$150 to unclog condensation drain. Berkeley County IT did a great job of promptly addressing the problem and getting us up and running quickly. Total cost: \$4,100 parts/labor.

HVAC compressor went out but it was replaced under warranty.

Hedgesville Library was power washed for 2,350. Funds were taken out of facilities services.

Facilities Study- HBM

Strategic Planning Committee will meet with HBM next week to review first draft of the Facilities study.