

Martinsburg-Berkeley County Public Library Commission

North Berkeley Library

January Regular Meeting Minutes

January 23, 2025

Lakyn Ausherman, President, called the regular meeting of the Martinsburg-Berkeley County Public Library Commission to order at 5:04 PM in the North Berkeley Library.

**Attendees:**

Voting members: Lakyn Ausherman, President; Sarah Douglass, Vice Chair; Ian Gingold, Treasurer; Robert Mahaffey, Member; Alisa Mills, Secretary

Non-voting members: Gretchen Fry, MBCPL Director; Lynn Walker, Finance and Human Resource Manager; Bill Thrasher, Thrasher; Suzanne Henderson

**Approval of Regular Minutes:**

The December 12, 2024 Regular Minutes were approved on a Gingold/Douglass motion and approved by unanimous vocal vote.

**Public Comments:** A presentation was made by Bill Thrasher about proposed architectural changes and improvements to the Martinsburg library. A design document had been created as a master plan, with possible future needs for the library in mind. Changes include making the library spaces safer and more secure, eliminating excess noise, adding efficiency to the space and flexibility for public uses and improvements to staff areas. Estimates were given for replacement shelving and furniture, as well as renovation of the courtyard, allowing better access for wheelchair users. An estimate for the total cost and line items was given.

Suzanne Henderson presented information about areas of needed funding with many grants that she is exploring.

**Financial Report:**

The Financial Report ending December 30, 2024, presented by Lynn Walker, Finance and Human Resource Manager, was accepted, pending audit, by Douglass, seconded by Gingold, all approved by unanimous vocal vote.

**Director's report:**

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

**Unfinished business:**

New Business: A motion to approve the Boland change order was made by Douglass, seconded by Mills, pending the change on the order that improperly addresses Berkeley County, and not the Library System.

Motion approved unanimously by vocal vote.

A motion to approve signature authority on the GoFundMe account to make Lakyn Ausherman, Gretchen Fry, David Porterfield and Sara Douglass the authorized signers was made by Douglass, seconded by Gingold. Approved by all by vocal vote.

**Executive session**

Opened at 5:58 on an Ausherman/Gingold motion.

Motion to exit Executive session on a Douglass/Gingold motion, approved by all with verbal consent. Closed at 6:27 p.m.

**Unfinished business continued:**

A motion to authorize legal counsel, to have Bowles Rice proceed with claims against Boland for asbestos abatement costs was made by Sarah/Gingold. Approved by all with verbal consent.

Motion to adjourn Regular meeting at 6:58. Mahaffey/Ausherman. All approved verbally.