

Martinsburg-Berkeley County Public Library Commission

Hedgesville Library

December Regular Meeting Minutes

December 12, 2024

Lakyn Ausherman, President, called the regular meeting of the Martinsburg-Berkeley County Public Library Commission to order at 5:08 PM in the Hedgesville Library.

Attendees:

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

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

Approval of Regular Minutes:

The September 26, 2024, Special Meeting minutes were approved on a Gingold/Mahaffey motion pending the following change:

A motion was made to change the wording from “suing” to “pursue legal action” regarding Boland. Approved by a unanimous vote by all members.

The September 26, 2024, Regular Meeting was approved on a Mahaffey/Gingold motion and approved by unanimous vote by all.

Financial Report:

The Financial Report ending November 30, 2024, presented by Lynn Walker, Finance and Human Resource Manager, was accepted, pending audit, by Mahaffey, 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:

Discussing an update on the HVAC system, it was stated that the work is not currently progressing, because the abatement needs to be completed before the repairs to the HVAC system can be resumed.

If the TEM air clearance the abatement team is planning to conduct comes back clean, the ground floor will be accessible next week. The second floor may be accessible sometime in January, and the top floor hopefully in February, so progress is being made in the abatement.

The air handler had to be removed, so there is currently no air flow in the library, making it uncomfortably cold and stuffy for workers. Extensive use of space heaters blows fuses and is only a limited and temporary solution.

The company handling the abatement is trained to properly dispose of the asbestos, and once it is all clear, the HVAC project can resume.

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Once the old spray insulation is removed, a plan is needed to figure out how replace it and with what.

A comparison was discussed between the proposals from two companies for architectural services: Crabtree and Thrasher. Kevin Whitney from Crabtree is local and more familiar with the building, so was considered to be a better choice, while the Thrasher proposal is more expensive.

A motion to approve the Crabtree proposal was made by Douglass, seconded by Mahaffey. All approved unanimously by vocal vote.

Motion to adjourn Regular session was made by Gingold, seconded by Mahaffey, approved unanimously by all with vocal vote at 5:50 p.m.

Executive session

Opened at 5:50 p.m

Motion to leave executive session on a Douglass/ Gingold motion, approved by all with verbal consent. Closed at 6:11 p.m.

Respectfully submitted,

Alisa Mills

