Regular Meeting
Martinsburg-Berkeley County Public Library Commission
5:00 p.m. – July 30, 2026
Martinsburg Library

Call to order: Lakyn Ausherman, President, called the regular meeting of the Martinsburg-Berkeley County Public Library Commission to order at 5:00 p.m. in the Martinsburg Library.

Attendees:
Voting members: Lakyn Ausherman, President, Sara Douglass, Vice Chair; Ian Gingold, Treasurer; Aimee Gee, member

Absent: Alisa Mills, Secretary

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

Guests: Marlan Green, Mark Thompson, Hedgesville Friends Bill Schecker and Charles Lister

Review of the May 2026 Regular Meeting Minutes: Tabled until next meeting.

Public Comments:
Miss Lorraine Ausherman announced that she raised $225 from her lemonade stand and is donating the total funds to the library.

Mr. Marlan Green provided updates related to the activity of the Friends of the Martinsburg Public Library (FOMPL).

- Fiction books that had been stored at Hedgesville during the renovation are now back in Martinsburg, and the volunteers are shifting and shelving them this summer. They plan to move the nonfiction books in the autumn.
- Friends are establishing a schedule for twice monthly maintenance of the library plaza planters.
- Keith Hammersla and Green are working on a library history exhibit.

Update on Centennial Celebration and Fundraiser:
Green shared that FOMPL has raised a total of $7,289.24 through book sales, memberships, in kind donations, and ticket sales since March 1. After expenditures of $1,975.80 for web services and the deposit with Brix for the upcoming celebration, their current balance is $9250.16.

The event will have a charitable beer and wine license only; signature mocktails will be served instead of cocktails. The cost of the Brix contract will be reduced as a result. Additionally, alcohol that has been donated may not be sold, so the Friends are asking local distributors to donate funds rather than beer and wine.

Volunteers are ramping up the fundraising outreach and promotion, handing out postcards with pertinent details on Saturday. *The Journal* is planning an article on the celebration.

Financial Report: The Financial Report ending June 30, 2026, presented by Lynn Walker, Finance and Human Resource Manager, was accepted, pending audit, on a Douglass motion seconded by Gee, approved by unanimous voice vote.

Director's Report: The Director's Report was presented by Gretchen Fry and is appended to the minutes.

Facilities Report:
Walker reported that Brackens Painting will paint the main room at Martinsburg, free of charge, by September 1. Two new toilets have been installed at North; electrical work (new lights and vent fans in the restrooms) still remains to be done by a licensed electrician.

Unfinished Business
Fry provided an update on the Overdrive consortium merger. The partnership is moving forward with Listen Eastern WV, WV Reads, and West Virginia Downloadable Entertainment Library Initiative (DELI) participating. The state library commission will pay for the platform (about $6000/year) and e-magazines (about $10,000/year, assuming Overdrive is accepted through the bidding process. Each participating group will contribute 5% of its budget to the shared pool, and the remaining budget can be used on advantage titles for its own patrons. The other counties that currently use MBCPL ebooks for free would need to contribute $500 or 5% of their materials budget to the consortium to participate. MBCPL, as a service center, may cover the affiliate libraries' fees for the first year. School access will continue. The consortium committee will decide the system-wide loan period and other bylaws.

New Business:
Mr. Mark Thompson of the Martinsburg Shade Tree Commission presented a proposal for replacing four trees in and around the library plaza, a linden tree in a planter near the building façade and three trees on King and Queen streets in front of the library. A Cacapon Institute grant will fund trees and shrubs for the large L-shaped planter closest to King Street. The street trees and the linden tree in the planter closest to the library building would be funded, if approved, by the city. A planting committee will be formed to make selections from the catalog of available plants. Garden club members, Shade Tree Commission members, Friends members, and other interested individuals are invited to participate. The cutoff date for committee volunteers is August 15. The goal is to finalize the selections in mid-September. Gingold moved that the board approve Fry to sign the agreement to form the committee empowered to make a plan for the plaza. Douglass seconded. All approved.

Fry proposed to close the libraries (Martinsburg, North Berkeley, and Musselman) on October 8 for the WVLA Conference in lieu of the previously scheduled Staff Development Day on October 12. Fry also proposed to close the Martinsburg library on Saturday, September 19, for the

Centennial Celebration. Douglass moved to approve the closures. Gingold seconded. All approved.

The plan to provide additional library branch hours, previously proposed to begin in September, is being postponed due to the need to hire new staff. Board members suggested a staggered opening for the three branches, aiming for October, November, December.

Executive Session
Douglass moved to enter executive session to discuss a legal matter. Gingold seconded. All approved.
Committee entered Executive Session at 6:19 p.m.
Committee left Executive Session at 6:25 p.m.

Meeting adjourned at 6:25 p.m.

Respectfully submitted,
Aimee Gee

Director's Report - July 2026

The new website has been launched! We were able to recover the MCPL web address. The structure of the site in place. The library managers will meet in August to continue working on content.

Berkeley County IT is currently working on updating Microsoft word on patron computers. Phones were updated to correct extensions for staff who had repurposed phones.

Library Plaza planning: Lynn and I met with the Old Berkeley Garden Club, Friends of the Martinsburg Library and Shade tree commission met to discuss the library plaza moving forward. The group agreed that Maryse Biernant of the friends will be in charge of leading volunteer weeding efforts. A library committee will be formed to work more on overall vision for the plaza.

Upcoming
September 19: Centennial Celebration and Fundraiser

September 20-October 11: Flag in the Map Exhibit

October 7-9: WVLA Conference at the Martinsburg Holiday Inn. Friends of the Martinsburg Library will host reception at the library from 6-8 on Wednesday October 7th and ghost tours will be offered by Justine Stevens.

October 10: Hedgesville Day and Library Fundraiser. Friends of the Hedgesville Library will be holding a raffle to support the Hedgesville Library.