**Regular Meeting**

**Martinsburg-Berkeley Public Library Commission**

**5:00 p.m. - March 26, 2026**

**Martinsburg Library**

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

**Voting members:** Lakyn Ausherman, President; Ian Gingold, Treasurer; Alisa Mills, Secretary, Aimee Gee, member

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

**Review of the February Regular Minutes:** Approved by Gingold, seconded by Mills, all approved by vocal consent.

**Financial Report:** The Financial Report ending February 28, 2026, presented by Lynn Walker, was accepted, pending audit, by Gingold, seconded by Gee, all approved by unanimous vocal consent.

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

**Facilities Report:** There was nothing of note, since the library is now in good shape.

**Unfinished Business:** A motion was made to go to executive session by Gingold, seconded by Gee, all approved. Move to Executive Session 5:27 pm.

**Executive session**

Moved out of Executive Session at 5:49 pm.

Gingold made a motion to move the Berkeley County Library commission to authorize our legal counsel to prepare and transmit to the requesting party proposed terms for our acceptance of a parking easement at our Spring Mills North Berkeley library branch for the purpose of initiating formal negotiations follow our executive session deliberations. I further move that legal counsel restrict the easement personal to the initial operator and it would not run with the land. Seconded by Gee, all approved by unanimous vocal consent.

**New Business:** The 100th anniversary celebration will be at the end of September or beginning of October. The budget is being discussed with the Friends of the Public Library. The Friends will sell tickets, plan the event with food, drinks, a band, silent auction, etc.

A motion was proposed to provide initial funding for the fundraiser gala event the Friends of the Martinsburg Library is organizing, up to $10,000 by Gingold, seconded by Gee.

The need for new computers was discussed. Many computers used at branches need to be replaced- 6 patron and 8 circulation computers.

Motion to improve new computers as received in the quote was made by Gingold, seconded by Gee, all approved.

Upgrade locks in Martinsburg library- all the locks and many of the door handles need to be replaced and many are not ADA compliant

Motion to approve purchase of replacement locks at the best quote at $18,420 was made by Gee, seconded by Gingold.

Options for the old elevator to abate asbestos was discussed. The elevator needs to be inspected before fines are incurred due to expired inspection. Or it needs to be decommissioned at a cost of about $6500. Or inspected and phone line installed and not be put into use until someone can confirm the safety of the asbestos in the ceiling at the top of the shaft. But the elevator is old and needs a lot of work.

A motion was made to have the library install the necessary phone line and have the elevator inspected was made by Gee, seconded by Gingold.

Move to cancel July library board meeting by Gee/Gingold

Motion to end meeting by Gingold/Gee.

Meeting adjourned at 6:36 pm.

Respectfully submitted,

Alisa Mills