Regular Meeting
Martinsburg-Berkeley County Public Library Commission
5:00 p.m. – April 23, 2026
Martinsburg Public 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 Public Library

Attendees:

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

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

Guests: Marlin Green, Friends of the Public Library

Approval of Minutes: The previous meeting minutes were approved by Gingold, seconded by Douglass, all approved.

Public Comments: Marlin Green gave an update on the Friends of the Public Library planning for the upcoming Gala, including events, food and drinks, music, tickets, and the budget. The Friends' goal is to raise enough money for the gala that it will not need to come from Library funds.

Financial Report: The Financial Report ending March 31, 2026, presented by Lynn Walker, Finance and Human Resource Manager, was accepted, pending audit, by Gingold, seconded by Douglass, 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.

Facilities Report: Replacement of locks is in progress, as well as the fire door. The required phone line was installed in the elevator, but the elevator still needs additional work before it can be inspected.

Unfinished Business: Regarding the North Berkeley parking easement for the new construction next to the library, the owner of the property is considering the Library Commission's proposal.

New Business:

Salary ranges for library employees were discussed and approved by Douglass, seconded by Gingold. Approved by all by unanimous vocal vote.

A motion was made to approve the MBCPL budget for fiscal year 2027 by Douglass, seconded by Gee, all approved.

Expansion of library hours in the branches was discussed.

A motion was made by Gingold to move to Executive session. Seconded by Mills.

Executive Session 5:51 p.m.

Motion to leave Executive Session at 6:06 p.m. by Gingold, seconded by Gee.

A motion to table the note on the budget for salaries until the performance review of the Director is complete was made my Gingold, seconded by Gee, all approved.

Gee/Douglass motion to adjourn. Meeting adjourned 6:10 p.m.

Respectfully submitted,

Alisa Mills