



**MINUTES
BOARD OF TRUSTEES MEETING
FEBRUARY 18, 2026
WEDNESDAY, 4:15 P.M.**

BOARD MEMBERS PRESENT: Anthony Werner, Chairman; Gregory Marquart, Secretary/Treasurer; Jimmie McCamic, Edward Phillips, Cheryl Harshman

BOARD MEMBERS ABSENT:

ALSO PRESENT: Amy Kastigar, Director; Amanda Berisford, Administrative Assistant; Charles A. Julian, President of the Friends of the Ohio County Library

CALL TO ORDER: Mr. Marquart stated that Mr. Werner would be delayed and requested that he start the meeting on his behalf. Mr. Marquart called the meeting to order at 4:15 pm.

MINUTES: Mrs. McCamic moved to approve the Board Meeting Minutes of January 21, 2026, as presented. Mr. Phillips seconded the motion.

VOTE:	Mr. Marquart	YES
	Mrs. McCamic	YES
	Mr. Phillips	YES
	Mrs. Harshman	YES

FINANCIAL REPORT:

WesBanco Operating Account #2 Checking	\$	20,815.37
WesBanco Payroll Account Checking		-
WesBanco Capital Money Market Savings		307,361.55
WesBanco Operating Money Market Savings		629,703.88
WesBanco UOVHR Fund Account Checking		7,895.28
Main Street Bank Archive Nonprofit Savings		48,841.35
WesBanco Operating CD		124,807.13
Main Street Bank Operating CD		124,989.52
Main Street Bank Capital CD		121,514.44
TOTAL	\$	1,385,928.52

Revenue received: January 2026

County Commission	\$	0.00
Board of Education		0.00
State Basic Grants-in-aid		55,816.00
Overdue Fees		274.19
Photocopies		879.82
Contributions		24,030.43

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Interest Earned		919.00
Endowment Interest		7,551.74
Book Sale		51.00
Out of State Patrons		60.00
Retail Items		41.00
Archive Fund Interest (December 2025)		4.15
Capital CD Interest (December 2025)		1,194.89
Operating CD Interest (December 2025)		1,291.54
UOVHR CR		86.00
	TOTAL	\$ 92,199.76

CONTRIBUTIONS:

General Contributions

Hess Family Foundation – 2025 Charitable Contribution	\$	10,000.00
Ronald King		500.00
Hoffman Foundation		11,000.00
Hyer Foundation		2,000.00
US Charitable Gift Trust (Security National Trust)		250.00
Robert Witten		200.00
Anonymous		80.43
	TOTAL	\$ 24,030.43

INVOICES:

January 2026 Operating #2 Account	\$	192,502.09
January 2026 Transfer to Payroll		52,685.43
January 2026 Capital Fund		6,927.24
January 2026 Operating #2 Account Voided Check	-	50.00
	TOTAL	\$ 252,064.76

WARRANTS:

January 2026 Operating #2 Account	\$	192,502.09
Warrants #34827 - #34905		
January 2026 Transfer to Payroll		52,685.43
January 2026 Capital Fund		6,927.24
Warrants #726 - #727		
January 2026 Operating #2 Account Voided Check	-	50.00
Warrant #34875		
	TOTAL	\$ 252,064.76

VERIFICATIONS:

Total Operating Balances as of Nov-Dec 2025	\$	806,799.55
+ January 2026 Revenue		92,199.76
- January 2026 Expenditures		252,064.76
	SUBTOTAL	\$ 646,934.55
WesBanco Bank Operating CD		124,807.13

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Main Street Bank Operating CD		123,697.98
Main Street Bank Capital CD		120,319.55
	CD SUBTOTAL	\$ 368,824.66
Capital Balance as of Nov-Dec 2025		313,522.83
Archive Fund Balance as of Nov-Dec 2025		48,837.20
UOVHR Fund Balance as of Nov-Dec 2025		7,809.28
	TOTAL	\$ 1,385,928.52

INVOICES AND WARRANTS: Mr. Phillips moved to approve the January Financial Report as submitted. Mrs. Harshman seconded.

VOTE:

Mr. Marquart	YES
Mrs. McCamic	YES
Mr. Phillips	YES
Mrs. Harshman	YES

PUBLIC INPUT/PRESENTATIONS: Lisa Werner, representing Neighbors Helping Neighbors, extended her appreciation to the Library for its participation in the organization’s annual food drive.

Ms. Kastigar also shared a letter from Dennis I. Serig of Tomball, Texas, accompanying a \$1,000 donation to the Library’s Archives. In his correspondence, Mr. Serig noted that the contribution was made in recognition of and support for the Ohio County Public Library’s ongoing efforts to acquire, preserve, and provide public access to archival materials relevant to Wheeling’s history.

ANNOUNCEMENTS: Mr. Julian announced that the Friends of the Library’s 2nd Annual Adult Spelling Bee will be taking place on February 21, 2026. The event will be held in the Library’s Vitalie Auditorium from noon to 4pm, with doors opening at 11:30am. The Friends are hoping to raise \$3,000 at the event to support OCPL’s upcoming Summer Reading program.

DIRECTOR’S REPORT: Ms. Kastigar reported on the following:

The Library received its November and December distributions from the Ohio County Commission totaling \$21,050.06. In addition, our December distribution from the Ohio County Board of Education totaled \$7,871.04.

We were also pleased to receive a \$10,000 sponsorship from the Hess Family Foundation in support of our Mobile Hotspot Lending Program. The full amount has been recorded as revenue for the current fiscal year. Although the sponsorship is intended to sustain the program over multiple years, any remaining funds will carry forward within the Operating Fund and be used to cover future hotspot-related expenses. The consistent demand for hotspots underscores the ongoing need for reliable internet access in Ohio County. We are especially grateful for the Hess

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Family Foundation’s continued support of this impactful and essential program since its inception.

This has been an active and engaging week at the Library. Although we were closed Monday in observance of Presidents’ Day, we welcomed a strong audience for our Lunch With Books program featuring Jasmin Graham. She presented the Ann Thomas Memorial Lecture, speaking about her book, *Sharks Don't Sink: Adventures of a Rogue Shark Scientist*, and sharing insights from her work studying sharks. We also launch our winter session of People’s University this week. The first two programs, presented via Zoom, will feature Dr. Jennifer Stueckle of West Virginia University, who will speak on “Fantastic Fishes,” exploring the remarkable diversity of fish found in the world’s oceans.

Last evening, we hosted our annual Awesome Authors student writing contest celebration. This year, we received 102 story submissions from talented young writers throughout the county. In third grade, Alex Midei earned first place honors. Fourth grade winners included Willa Saxe (first place), Cameron Garrison (second place), and Ava Tucker (third place). In fifth grade, Laina Cusack received first place, followed by Nicholas White in second and Connor Ferri in third. Sixth grade winners were Kaya Kolb (first place), Zoe Baum (second place), and Parker Wolle (third place). The overall 2026 Awesome Author title was awarded to Helena Douglas for her outstanding submission. It is always inspiring to see the creativity and imagination of our local students on full display, and this program continues to be a highlight of our winter season.

Looking ahead, we invite trustees to mark their calendars for next Thursday at 6:00 p.m., when we will host Cinderella Storytime. Members of the cast from Towngate Theatre’s production of *Cinderella* will join us in costume to share stories and interact with children and families.

OLD BUSINESS:

PERSONAL APPEARANCE POLICY

Ms. Kastigar reported that a revised draft of the Personal Appearance Guidelines Policy, incorporating Mr. Werner’s suggestions, was included in this month’s board packet. The proposed revisions were reviewed and discussed by the trustees. Following discussion, additional modifications were recommended. Ms. Kastigar will incorporate the trustees’ feedback and present an updated draft at the next scheduled board meeting.

SOCIAL MEDIA POLICY

A revised draft of the Social Media Policy, incorporating Mr. Werner’s recommendations, was also included in this month’s board packet. The policy is intended to provide guidance regarding the appropriate use of social media as it relates to Library operations and representation. The trustees reviewed and discussed the proposed revisions, offering additional suggestions for clarification and refinement. Following discussion, Mrs. Harshman moved to adopt the Social Media Policy as revised. Mr. Phillips seconded the motion.

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VOTE: Mr. Marquart YES
Mrs. McCamic YES
Mr. Phillips YES
Mrs. Harshman YES

ELEVATOR REPAIR/REPLACEMENT UPDATE: Over the past several months, the Board has been evaluating options for the potential retrofit or full replacement of OCPL’s elevator. As noted in prior meetings, trustees reviewed recommendations from The Mills Group and M&G Architects & Engineers. Individual meetings with each firm were held in December and January to further clarify their findings and proposed approaches.

Following those meetings, Mr. Marquart presented a summary of the information gathered to the full Board and outlined the available options for elevator replacement. The primary purpose of the discussion was to determine which architectural firm would be engaged to move the project forward. Trustees considered the comparative scope of services, projected timelines, and anticipated next steps associated with each proposal.

Mr. Werner arrived at 4:59 p.m., at which time Mr. Marquart provided a summary of the discussion to date. After further discussion and careful consideration, Mr. Marquart moved to engage M&G Architects & Engineers to design and bid for the new elevator project. Mr. Phillips seconded.

VOTE: Mr. Werner YES
Mr. Marquart YES
Mrs. McCamic YES
Mr. Phillips YES
Mrs. Harshman YES

NEW BUSINESS

DISCUSSION OF NEXT MONTH’S ELECTION OF OFFICERS

Mrs. McCamic recommended Mr. Werner continue as Chairman of the Board of Trustees. Mr. Marquart said he would be willing to continue as the Secretary/Treasurer.

Mr. Phillips exited the meeting at 5:19 pm.

REQUEST LETTER TO OCC

Ms. Kastigar said a draft of the funding request letter to the Ohio County Commission was included in this month’s board packet. After discussion, the trustees approved the draft. Ms. Kastigar said that the letter would be mailed this week.

PROPERTY & LIABILITY INSURANCE AND AUTO INSURANCE RENEWAL

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Ms. Kastigar said she contacted Barbara Eikleberry from WesBanco Insurance Services to discuss OCPL's upcoming 2026-2027 renewal of the Library's property, liability, and auto insurance from Encova. Ms. Eikleberry stated that the renewal premium for the commercial package insurance, which includes auto coverage, will be \$19,835, an overall increase of \$52 from last year. Mr. Marquart moved to approve the renewal quote from WesBanco Insurance Services for the commercial package policy and the commercial umbrella policy from Encova. Mrs. Harshman seconded.

VOTE:	Mr. Werner	YES
	Mrs. McCamic	YES
	Mr. Marquart	YES
	Mrs. Harshman	YES

There being no further business, Mr. Marquart moved to adjourn the meeting at 5:24 pm. Mrs. McCamic seconded the motion.

VOTE:	Mr. Werner	YES
	Mr. Marquart	YES
	Mrs. McCamic	YES
	Mrs. Harshman	YES

Respectfully submitted,

Amanda Berisford

Amanda Berisford
Administrative Assistant