

Minutes of Board Meeting  
Oakmont Library April 8, 2015

**ATTENDANCE:** Joanne Brownlee, Matt Kissane, Katie Lascola, Beth Mellor, Deborah Ormay, Paul Pastierik, Len Richards

**CONSENT AGENDA:** The correct spelling of Lisa Jensen's name will be amended in the March minutes. Otherwise, minutes of the previous meeting and staff reports of current and on-going events were approved. The board is continually impressed with the noticeable increase in OCL and OCL program attendance. Penn Brewery and Rivertowne are confirmed participants for BooktoberFest Fest. Bad Art Night will occur again in April. Senator Costa will use OCL space for a community open forum in April. His legislative staff will manage the crowd.

**CHAIR REPORT:** Deborah has requested a school board audience regarding the Verona Pop-Up Library. She will petition for staffing. Deborah has also spoken with Lisa pertaining to money moved to the Operating Fund, a OCL staff pay increase and Lisa finding an independent mechanical engineer to go through OCL with Paul concerning any maintenance issues. Deborah will continue to present her Chair Reports verbally.

**DIRECTORS REPORT:** For the cost of \$100, ToTT will be advertised on a mechanical board at the intersection of Sandy Creek and Allegheny River Blvd for two weeks. The contact from the Keystone Grant has stepped down from his position. Beth is speaking with a new contact and feels that there is a good chance for OCL to receive the money. PNC Charitable Trust would like to meet in the fall. The PNC Foundation is funding all Carnegie branches that do not receive bond money. OCL will compose a list of all work that needs to be done. The Building Endowment Fund has been closed; \$1500 has been moved to the Operating Fund. OCL staff that works closely with children will attend additional Mandated Reporting training in the next two months.

**MAINTENANCE REPORT:** Paul is happy to hear that a borough issued engineer will come to OCL and is willing to spend time with him regarding all maintenance issues. Photos depicting completed work as well as work to be completed taken by Paul were shown. The ornate cement work that was dangerously hanging above the front door has been repaired and made to look new. An \$8,000 estimate from Vaughan's was provided detailing the cost of outside maintenance. The board has decided that John does a fine job maintaining the outside for a fraction of that price and will continue to stay on contract with the OCL. John will also fix the ruts and divots made by the crane soon. A Book Buddies parent has complained about the dangers of the exposed vertical beam in the room. Paul has made a 5' high cardboard cover to remedy the problem and will install it shortly. The fire door alarms are not working. Paul will call a crew to repair them.

**FINANCE REPORT:** OCL is over budget regarding operating expenses. Repairs and maintenance are a large portion of that. Periodicals and newspapers are also over budget. Beth feels that they may be miscoded and will look into it further. Matt has spoken to Mr. Favo about the Escrow account and feels that this money might be better off in another account. He will ask Mr. Favo for the statements that only the borough sees and will look into this further to hopefully cut cost and save money. Beth will look into the Referendum. Len appreciates the initiative Matt has shown and suggested that he transition the financial task to him. The board will address this at the next meeting.

**FUNDRAISING REPORT:** A Taste of Two Towns advertisement will adorn the front page of the Oakmont newsletter. OCL is still in need of more raffle basket items for this fundraiser. The wine has been bought and will be stored at the liquor store until the day before the event. Matt and George will set up the bars. 14 restaurants are confirmed.

**DISCUSSION:** Together with Beth, the board reviewed the ACLA Standards draft. Two of the OCL service gaps are Verona and lack of staff and volunteers to deliver books to the homebound. The board also recognizes that libraries can deliver programs that are community responsive; where schools are cutting back, for example art, libraries can pick up. OCL will assess the impact of programs and services when going over monthly reports. ACLA is in the process of retraining staff to input information into library computers. Overall, the board feels that OCL is meeting the goals and objectives laid out in the ACLA draft. The board also realizes their responsibility as stewards of public

resources and will continue to take this role seriously. Beth will arrange for Marilyn Jenkins to speak to the board for continuing education hours. The board has decided that the mission and vision statements should be broad. The strategic plan is built from this. Bullets from the strategic plan included: homebound delivery, financial plan – how often and what times of year are appropriate for fundraising (current and future fundraising initiatives include: Taste of Two Towns, American Girl, Booktoberfest Fest, Annual Appeal, Brueggers, Amazon Smile, Squirrel’s Nest book sales, Friends of the Oakmont Library, and those that include OCL in their will), contemplate plan for directors succession and to see where OCL can fit into the community’s strategic plan. May agenda’s items will include discussions of Taste of Two Towns and to revisit the vision and mission statements.

CLOSING REMARKS: Next meeting will be May 13, 2015

ADJOURNED: Meeting was adjourned at 9:23.

Respectfully Submitted,  
Katie Lascola - Secretary