

Minutes of Board Meeting  
Oakmont Library      October 14, 2015

ATTENDANCE: Joanne Brownlee, Matt Kissane, Katie Lascola, Beth Mellor, Deborah Ormay, Paul Pastierik, Len Richards, Laurie Sliben, and Lisa Jensen as guest.

COMMENTS/ ANNOUNCEMENTS: Mary Ellen, the donated American Girl Doll, is currently on Display. November 14 is the clothing sale and tea. On November 16 the winner will be drawn. All proceeds benefit the OCL.

CONSENT AGENDA: Minutes of the previous meeting were approved, adding the word "building." Staff reports of current and on-going events were approved. Stephanie is currently working on donated rare books. Achevia is well.

CHAIR REPORT: Deborah submitted a written report. She and Beth attended a training session that focused on Asset Based Thinking. Board members are encouraged to read the handout that was emailed. Deborah visited and was impressed with the Verona Pop-Up library. Deborah did appear at the Borough Council working session on October 10 to discuss the OCL budget. Board members are asked to consider Board Officers terms. An application for the OCL was received; there are no open positions. The OCL board has been approved to bring on a non-voting Verona citizen. Deborah will approach Verona Council regarding how they would like this individual to be appointed. The board will share the food costs for the OCL staff holiday party on Friday December 4 from 10:00-11:45am.

DIRECTORS REPORT: Beth felt that the meeting with council regarding the budget went well. Although the School District allotted a donation dollar amount to the Pop-Up Library, the Borough would like to decrease the OCL Pop-Up employee's wages to what they are currently being paid as opposed to the suggested hourly rate of \$14.00/hr. The OCL will be notified in November if any RAD grant money for capital improvements was approved. The board will send a thank you note to the yoga group who has donated money for OCL beautification. The gingerbread house contest will be held in December. Discussion of staff salaries will take place at the November board meeting.

MAINTENANCE REPORT: Estimates will be sought out for adding to our camera security system. The board is in agreement that the loose marble should be removed. Paul suggests taking down the marble, patching the wall and having a mural painted. The outside brick wall needs to be addressed before winter. The yoga group is paying for outside planting.

FINANCE REPORT: Len presented a complete and comprehensive budget report. The largest deficit is found in Repairs and Maintenance. Beth will increase the asking budget to make up for this deficit.

FUNDRAISING REPORT: The second mailing of the annual appeal will be sent out. The board is asked to submit a list of names and addresses for the mailing. The board had a discussion about using fundraising money to supplement the Children's Librarian salary. Letters of appeal will be sent to local companies regarding donation or fundraising opportunities. OCL will publicize the opportunity for corporate matches, United Way contributions and Giving Tuesday. The board will individually think of other fundraising efforts and discuss at the next meeting.

DISCUSSION: Lisa Jensen thoroughly went through the revised Library Budget Fund with the board. This revision matches how the state requires record keeping. Some of the main points are as follows: There is a possibility to raise room rental fees to increase OCL revenue. Incorrect Contributions and Donation amounts has been corrected. Transfer from the General Fund was bumped up due to maintenance requirements. Income Over Expenses is in the red. Lisa said that Council will want staff pay cutbacks. Beth will send Council a letter indicating cutbacks taken as well as systems in place to save money. This letter will make known staff and board volunteer efforts. Increase in Beth's salary was to bring her on par with other Borough employee department heads. The Commonwealth of PA requests that the Library spend 12% in books, periodicals, collection maintenance and audio materials. The price of internet service is not expected to rise. The gas bill is expected to decrease when the HVAC is repaired. Lisa will present the preliminary budget on Nov 2 to Council.

CLOSING REMARKS: Next meeting will be November 11, 2015

ADJOURNED: Meeting was adjourned at 9:45.

Respectfully Submitted,  
Katie Lascola - Secretary