

Minutes of Board Meeting
Oakmont Library October 11, 2017

ATTENDANCE: Matt Kissane, Katie Lascola, Beth Mellor, Shane Michael, Deborah Ormay, Lindsay Osterhout, Nancy Ride, Laurie Sliben and Carrie DelRosso, Justin Lokay, Leah Powers and Laurie Saxon (Candidates for Borough Council)

GREETINGS/ PUBLIC ANNOUNCEMENTS: Introduction of Board members and Council candidates.

VISIT WITH CANDIDATES: Questions and comments from Council candidates and OCL Board members were addressed. Some topics of discussion were – importance of communication and positive interactions with elected Borough Council members, OCL operating costs and monthly income and the importance of OCL spending 12% of the budget on books/materials in order to maintain RAD funding. Finally all Council candidates shared their positive impressions of OCL.

APPROVAL OF MINUTES: Minutes of the August meeting were approved.

CONSENT AGENDA: Throughout the next few months, OCL will be working with varying grade levels at the Verona After School Program. This program is well received by the Verona community as well as Verona Council. Attendance at the OCL After School Program has been consistent with 30+ people per week. Tenth Street Elementary teachers and principal have made a donation to the Love Your Library campaign. Among other work, Stephanie has been running Grubby Reports which suggests the “too loved” books that should be replaced. Stephanie will be delivering books, magazines, DVD’s, etc to the residents of Demor Towers in Verona. She will also provide computer help. The hope is to establish a relationship and then expand OCL programming to them.

DIRECTORS REPORT: The Board is impressed with the number of people coming into the building each month. Booktoberfest earnings are still coming in; a total will be given soon. Receivers and Panic buttons which will go straight to 911 are estimated at \$1,400 and armed doors are estimated at \$1,400. Guardian said that they can install security cameras with the option to add on if/ when there is more money in the budget for security. The furnace portion of the HVAC is complete; the AC portion will be worked on next. The HVAC program system will be replaced by October 31, this has not happened since 2005. Once this is complete, the Board expects to see a savings in the Utilities line of the budget.

CHAIR REPORT: The Board noted that Chair Reports should be written. Deborah also writes quarterly reports which she shares with OCL Board and Borough Council members. It came to the Boards attention that 4 women on staff are not only librarians, but they are also certified to be testers (Praxis, Real Estate Agent, etc.).

FINANCE REPORT: Matt prepared a complete and comprehensive budget report. OCL is a little ahead of the projected budget for Contributions and Donations. The budget is on track until the end of September. However the loan will be paid in October. This will be a noticeable decrease in the available cash part of the budget.

FLOOD UPDATE: Shane was able to obtain the drawings for the OCL addition and talked to an employee from the sewer department. As a result, drains hidden by landscaping were uncovered, cut back, cleaned and provided with beehive covers. After the subsequent rain, Shane assessed that these efforts were effective. In the near future, Shane would like to have 2 french drains cleaned with larger covers installed, have gaskets placed around the roof drain transition and have the rectangular drain on the east side of the building cleaned out. The Board is thankful for Shane’s knowledge of and time spent on OCL building maintenance and repairs.

DISCUSSION: The By-Laws discussion will be tabled until the next meeting. The American Doll Fundraiser starts on November 11 with the party in December. Beth will contact the patron who donated last year's train for this year's raffle too. In discussing Booktoberfest, the Board would like to see extended hours, more food and varying drinks such as ciders. The liaisons for this event next year will be Deborah and Laurie. OCL Board was given hand outs of and reviewed the Borough Departments Large Budget Request for 2018. Each item as well as its estimated cost was addressed. Beth will price smart boards to be bought with SMART Campaign money. Beth and Deborah shared notes with the Board from the ACLA meeting that they both attended regarding interacting with elected officials.

EXECUTIVE SESSION: Entered into executive session to discuss personnel issues, staff salaries and OCL budget.

ADJOURNED: Meeting was adjourned at 9:42.

Respectfully Submitted,
Katie Lascola - Secretary