

Minutes of Board Meeting
Oakmont Library September 13, 2017

ATTENDANCE: Matt Kissane, Katie Lascola, Beth Mellor, Shane Michael, Deborah Ormay, Lindsay Osterhout, Laurie Sliben and Marilyn Jenkins (Executive Director ACLA)

GREETINGS/ PUBLIC ANNOUNCEMENTS: Introduced Marilyn to OCL Board and explained SMART Campaign.

MARILYN JENKINS: Marilyn explained her role at ACLA. She emphasized the importance of having a diverse Library Board; the importance of having a Board which represents the community it serves. She feels that the Board's work is to advocate for its library. While the Governor of PA has stated that he wants the state budget to be in soon, it is still up in the air as there are still some taxes to levy. RAD is releasing a preliminary budget in September. There are 2 continuing processes happening – 1. ACLA is looking into what libraries will need within the next 5 years to meet community concerns and needs. A cohort of librarians will be selected to issue these findings. These presentations will be open to library board and staff members. 2. The Hill Study Group, a consulting firm, will establish key benchmarks for libraries as well as what it will take for librarians to meet these benchmarks. The Board thanked Marilyn for her help in OCL obtaining Verona money that was going to Carnegie Library of Pittsburgh. Marilyn shared her positive view of the OCL Board and asked if she could call on Beth or the board to speak to other libraries and librarians to share ideas, thoughts and work ethic. The board unanimously agreed to her request.

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

WRITTEN REPORTS: The next Taste of Two Towns will be on May 20, 2018. Mimi Dilisio has contacted the group that Joanne has worked with and is ready to take over this event. She will meet with the Sewickley library as they have raised a great deal from their event. SMART Campaign money will be tracked as its own item in the budget and will be used outside of the Operating Fund. Several local businesses have agreed to sell note cards as a SMART Campaign fundraiser. SMART window clings will be delivered to these businesses. Because the Annual Campaign letter is distributed in September, the SMART fundraising letter will come out in January and will state specific library needs such as a rain garden. The money gained by Touch A Truck will be used to purchase books. Sticker will be placed in each book stating this. Touch A Truck raised \$400 more this year than last.

CONSENT AGENDA: All kids entering into Riverview School District will receive a library card. Attendance at Story Time as increased from the summer. Karen is continuing to work with Riverview High School to help special needs students learn job skills. The Verona Pop-Up Library will start again in September. For the Pop-Up Stephanie will be going to Verner Elementary School to do family oriented programming and to Demor Towers in Verona to set up a senior outreach program.

DIRECTORS REPORT: The \$10,000 received from the Verona Funds will be used for books and materials based on the needs and interests of Verona citizens. Reports will be run on Verona check-outs to determine the selected material. This will go towards the 12% required to be spent on books and materials. The Keystone Grant contracts have been signed. The HVAC work should begin soon. Beth met with Guardian Protection regarding panic buttons and AB Industries regarding alarming the door security bars.

CHAIR'S REPORT: Deborah notified current Board members and Lisa Jensen of her intent to remain on the Board but not as Chair effective in January. Deborah has provided Oakmont Council with draft bylaws and the endowment policy/ guidelines. She is also preparing the 3rd quarterly report.

FINANCE REPORT: Matt prepared a complete and comprehensive budget report. Salaries are in just as projected in the budget this year. HVAC bills are not in yet as they were expected. The furnace will be done first, air conditioner after.

DISCUSSION AND VOTE: Laurie made a motion to keep the 2018 Board meeting schedule the same as 2017 (no meetings in February and August), Matt seconded and the vote was unanimous. Board members and staff will volunteer for and bring food to Booktoberfest. One of the children's picture books was challenged to be removed from the shelves. Beth explained that before a book is selected for the collection, staff reads reviews and then Beth reviews their selections. Katie made a motion to keep this challenged book in the collection, Matt seconded and the vote was unanimous. Lindsay will draft a letter to the patron who challenged the book explaining the Board's reasoning for keeping it. OCL Board reviewed a draft of the current OCL Bylaws. Some language was changed, more details and explanations were added and Board responsibilities were highlighted. Deborah will send this draft to Lisa Jensen. The Endowment Fund will be reviewed by the Board on an annual basis. Lindsay made a motion to accept the Endowment Fund Policy draft as amended, Laurie seconded and the vote was unanimous.

EXECUTIVE SESSION: The Board entered into Executive Session at 9:22pm. Personnel issues were addressed. Matt made a motion to add back 2 hours on Tuesday and 2 hours on Thursday to the OCL schedule, Shane seconded and the vote was unanimous.

ADJOURNED: Meeting was adjourned at 9:52.

Respectfully Submitted,
Katie Lascola - Secretary