

## **Minutes of the Oakmont Carnegie Library Board Meeting of 3/14/18**

The meeting was called to order by Katie Lascola at 6:37pm.

**Attendance:** Those in attendance included Katie Lascola, Laurie Sliben, Matt Kissane, Nancy Ride, Shane Michael, Deb Ormay, Beth Mellor, Lindsay Osterhout, and Carrie DelRosso

**Public Comments:** We discussed the Taste of Two Towns fundraiser coming up in May. Beth Mellor indicated we currently have 2 sponsors for the event. This is the first year we are seeking sponsors for the event. Current sponsors are Jendoco and ----. Sponsorships cost between \$500-1000. Mimi Dilisio and Kay Forbes are heading the event. Event is 5/20/18 from 5:30 to 8pm. 12 restaurants, the bakery and 2 breweries are lined up so far. Businesses can also provide gift baskets to raffle. Katie Lascola indicated that Homegrown Yoga would sponsor a basket. Lindsay Osterhout also offered a basket from Osterhout Berger Disability Law.

**Approval of the minutes:** The minutes from the April 2018 meeting were reviewed. Deb Ormay moved the minutes be approved. Matt Kissane seconded the motion. The minutes were approved.

**Consent Agenda:**

**Technology report:**

The Allegheny County Libraries, including OCL are moving to Sharepoint. This is a cloud based data system. The OCL staff has been trained. All 45 county libraries are moving to this cloud based system. This system will be nice for staff sharing of resources and training videos. Allegheny County is rolling the system out 5 libraries at a time. All of the libraries should be switched over by mid-April. OCL is in the last 5 of the libraries to be rolled over, so hopefully any bugs in the system will be worked out by then.

Oakmont Borough is getting a bid for their website and OCL website to be updated. Beth Mellor informed those in attendance that Stephanie Zimble is also looking into options for updating the Library's website.

**Children's Librarian report:**

Karen Crowell--- was selected to be on YSAC. Karen helped design the curriculum for the county.

The theme for the Summer Reading program this year is Reading Rocks. There will be summer programming at OCL and at the camp in Verona.

Carrie DelRosso mentioned free access to some education programming materials she would be willing to share with Karen ---- for a possible fundraiser.

Beth Mellor informed those in attendance that an intern will be at the Library as a practicum for 10 weeks. The intern will be partnering with Karen Crowell and provide extra support for the summer programming.

**Director's report:**

Beth Mellor reported that there are 2 breweries lined up for Taste of Two Towns, so the Library will not need to provide beer for the event.

The HVAC is done and set up, so heat/AC is not running at night or on Sundays when library is closed. The board is excited to see the difference in energy bills. Beth has not received the bills and maintenance costs for last year from BCS yet. Once she does, her and Shane can make a spreadsheet to analyze what this year's costs may be. Beth will send a follow up email on receiving this information.

Keystone Grant update – The Borough's monetary responsibility is complete, now matching funds will start with repair need. The bills are sent directly to the state for payment. The Library does not receive money from the state to pay the bill. Bids can go out before end of March. All the work must be billed out by December 2018. Planned projects are fixing the lighting in the Children's area, sealing the two gables on the 1901 side because they are porous and allowing water to come inside the building, patching and painting the damaged walls and ceiling of the Children's area, and replacing the floor in kitchen which was damaged by prior flooding. The Borough provided money for repair to the outside lights.

Incident Reports: Two incidents occurred, one of which was a male patron hiding in the stacks until the Library closed and then approaching staff after hours. Matt Kissane asked about status on the security camera and security system. Beth Mellor will ask the Police Chief Ford about recommendations. The incident report kept at front desk so all of staff is aware. The board discussed that \$10K budgeted for security system. The original bid is from 2015. Beth Mellor is going to get fresh bids. The Board discussed how the Library does not have a security system. A panic button was installed more recently after a patron had a psychotic break during library hours and the police had to be called.

The best seller collection was an immediate hit. The Board will keep in mind setting aside future funding for a best seller collection for young adults and best seller large print for possible additions to the collection.

The Board discussed adding hotspots to the collection. These can be circulated the same as books. They would provide portable WIFI to patrons.

Shane Michael was excused at 7:07pm

The Board discussed the upcoming Borough Council vote on providing the library with \$13,300 for book funding. Board members discussed that OCL is currently out of compliance for state funding. The

Board thanked Laurie for her regular attendance and representation of the Library at Council meetings concerning the 12% book budget issue.

Carrie DelRosso was excused at 7:21pm

The public meeting adjourned and the Board went into executive session at 7:30 pm.

Respectfully submitted,

Lindsay Osterhout