

OAKMONT CARNEGIE LIBRARY BOARD OF DIRECTORS

Minutes

January 8, 2020

Present: Matt Kissane, Katie Lascola, Beth Mellor (non-voting) Shane Michael, Deb Ormay, Laurie Sliben

Chair Laurie Sliben called the meeting to order at 6:34.

The Board reviewed the minutes from the December 11, 2019 meeting. Katie moved the minutes be approved; Matt seconded. The motion was carried, and the minutes were approved.

The Board reviewed the minutes from the Emergency Board Meeting of December 17, 2019. Matt moved the minutes be approved; Deb seconded the motion. The motion was carried, and the minutes were approved.

The Board reviewed the staff reports from Karen Crowell and Stephanie Zimble. The Board noted that in 2020 Karen will continue her role as representative of the East Region for the Youth Services Acquisition Committee, which is run under the auspices of ACLA. The Board discussed Library website security in follow up to review of Stephanie's report. The Library's website will change to a WordPress format, allowing all staff to make appropriate changes to the site. Beth assured the Board that there is no personal information on our server.

Beth reviewed some of the highlights from her Director's report with the Board. She informed the Board that the Giant Eagle Foundation focuses on children and education; WABTEC focuses on technology. She intends to solicit grant monies from both of these organizations. In follow up to the Board's review of her report, Beth will check with the Borough Manager to see if the R & B Mechanical Maintenance Agreement has been funded for 2020. We had one person apply for one of our open Board positions. An interview has been scheduled for 1/13/2020 at 11:15 a.m. Board members are welcome to participate as able. Beth will more widely publicize the open Board positions via Facebook, Twitter, the Library website, and the Chamber of Commerce newsletter.

Matt shared the year-end financial report. Expenses were higher than budgeted. Part time staffing costs increased. Beth reported that the State money should come to us on or around 1/20/2020. We will clarify the major expenditure line item, specifically around plastering/painting the Children's section. Beth will email a list of budget questions to the Borough Manager and share the answers with the Board.

The Board talked about the upcoming Taste of Two Towns event. This is the last year Mimi DiLisio intends to spearhead the event. The plan for 2020 is to reduce the number of raffle baskets to 8-10. Emphasis will be placed on identifying underwriters for the event. Beth will draft a letter asking for financial support in an effort to obtain more underwriters. There will be less of a focus on restaurants. Beth is on Mimi's committee and will report back to Library staff and the Board. The group talked about having some yard games for people to enjoy. Concern was voiced about serving alcohol at the event as a public safety issue. Beth will speak with Mimi and ACLA about serving alcohol at Library events. She will follow up with the Board.

The Board reviewed the current endowment activity. We have secured an attorney to represent the Library Board in Orphans Court. The retainer and associated fees will be paid for out of the endowment.

There being no further items to discuss, Katie moved the meeting be adjourned. Matt seconded the motion. The meeting adjourned at 7:58 p.m.

Respectfully submitted,

Deborah L. Ormay  
Recording Secretary