

Oakmont Carnegie Library Board of Directors
Minutes
March 11, 2020

Present: Matt Kissane, Katie Lascola, Beth Mellor (non-voting) Deb Ormay, Heather Pletcher, Laurie Sliben
Absent: Shane Michael
Guest: Lindsay Osterhout

Chair Laurie Sliben called the meeting to order at 6:38 p.m.

The Board welcomed Heather Pletcher as its newest member.

The minutes from the 1/8/2020 meeting were reviewed. Katie moved the minutes be approved. Matt seconded the motion. There was no further discussion. The minutes were approved unanimously.

The Board reviewed the staff reports from Karen Crowell and Stephanie Zimble.

The Board reviewed Director Beth Mellor's report. We should hear in April about our application for the WABTEC grant. That grant does not place restrictions on how disbursed funds are spent. The Mystery Lover's fundraiser was a success. It was well attended and this first experience may lead us to consider having it as an annual fund raiser. The Board discussed the Library's acceptance into the facilities management prototype underwritten by the RAD. The feedback provided by this prototype program will rollover into the building assessment. Beth informed us of an incident that occurred following the Book Buddies program.

Oakmont Carnegie Library will have a dedicated computer for the census. We will be a hub for the Census process. On April 8, there will be a demonstration of the new voting machines. All are welcome to attend.

Beth reported that Robin Almendinger will not be scheduled to work in the Library for 14 days following her return from Asia in response to the COVID-19 situation. At this time Library staff are cleaning computers and mice twice a day. If staff are sick, they are not to come to work. The Library will follow the guidelines established by ACLA. There is no paid time off for part time staff. If the Library closes, Karen and Beth can work from home. The part time staff can file for unemployment since they're considered "laid off" for the duration of the Library closure.

It was noted that if the Library permanently closed, the Borough will not receive any of the library assets. According to the Borough Code: Upon dissolution of the library of the Borough of Oakmont, the assets of the library shall be distributed exclusively to charitable, religious, scientific testing for public safety, literary or educational organizations which would then

qualify under the provisions of Section 501(c)(3) of the United States Internal Revenue Code and its regulations, as amended.

[Added 9-10-1979 by Ord. No. 016-79]

Chair Laurie Sliben updated the Board on recruitment efforts for more board members. We'd like to add an additional member. We've received several applications, one of which came from a Verona citizen. Laurie will work with the Board to set up interviews for the potential members.

Matt presented the finance report. He suggested that our finances are in good order. We occasionally receive SMART campaign fund donations. He will verify that the correct address is listed on the Wells Fargo account.

Beth updated the Board regarding the 2020 Taste of Two Towns (ToTT) event. We have 15 restaurants participating, some of which have never participated before. The ToTT Committee is focusing more on obtaining underwriters for the event than on raffle baskets. They've received \$1,500.00 in sponsorship funds. There will be banners, yard signs, and window decals available to advertise the event. In Verona, there will be a digital billboard.

The Board reviewed the survey results from Beth she obtained from her outreach to area libraries regarding serving alcoholic beverages at library events. Katie moved that alcohol be served at ToTT. Deb seconded. There was further discussion about ways the Board and Library Staff might insure the safety of the community which included reminding attendees that Lyft and Uber services are available. The Board discussed the fact that small pours were being offered to ToTT attendees. Notices will be placed at the bar areas instructing attendees to drink responsibly. There being no further discussion, the Board voted. The motion passed unanimously.

The Board considered the suggestion that the Mystery Lovers author event become a yearly occasion. The Board entertained the notion of tying the author event into Booktoberfest to make Booktoberfest more about books. Library Staff and the Board will revisit this opportunity at future meetings.

The Board decided to review the bylaws at the April meeting. Beth will set the bylaws up on Google Docs for review and comment. Several points were brought out during the discussion:

1. The endowment policy should become part of the 501C bylaws.
2. We could ask Terry Little to review the endowment bylaws and our Board bylaws.
3. The Borough Code which established the Library Board could be updated and used to support both the Library bylaws and the endowment bylaws.
4. Nancy Ride and Lindsay Osterhout will meet with the Borough attorney regarding both sets of bylaws. Nancy will represent Borough Council; Lindsay, the Library Board.

Beth distributed the results of the technology survey performed last fall. She encouraged Board members to watch the video she sent in an email. The Borough will receive a formal report from Beth. Two questions the Board and Library Staff want to address through the survey are:

1. Where are we going?
2. Where do we need help?

What surprised Board members is that there are young people coming into the Library who do not know how to use computers. They do so much on cell phones that they're not acquiring computer literacy skills.

Oakmont Borough Council Liaison Lindsay Osterhout lead a discussion about general library staffing issues. The Board reviewed a memo Lindsay received from Beth Mellor and Laurie Sliben regarding the Library's inability to attract and retain qualified library staff. It was noted that one staff member is underpaid considerably given the scope of their responsibilities and their local reputation as an expert in their field. Lindsay suggested that she will keep the topic front and center with Borough Council as the build up to planning the 2021 budget moves forward.

There being no further discussion, Deb moved the meeting be adjourned. Katie seconded the motion. There was no discussion, and the meeting adjourned at 8:54 p.m.

Respectfully submitted,

Deb Ormay
Recording Secretary