

LIBRARY BOARD OF THE BOROUGH OF OAKMONT
Minutes
March 10, 2021

Present: Jeanette Bieff, Wendy Emery, Ann Gd m, Katie Lasco, Beth Mellor, Shane Michael, Deborah Omay, Heather Retcher, Laurie Siben

Chair Laurie Siben called the meeting to order at 6:35 p.m.

The Board reviewed the minutes from the January meeting. Katie moved the minutes be approved. Ann seconded the motion. There was no further discussion, and the minutes were approved.

The Board reviewed staff reports. Beth reported 16 people attended the virtual cooking class. There will be more in the future. There have been some changes in staffing responsibilities. Paula will take over adult programming working with Robin Amendinger. Stepharie Zimbardo asked to join the Cataloging Team. Barbara Marcus and Stepharie are negotiating their roles with one another. Stepharie is learning the cataloging and processing workflows. Beth explained some of the more detailed aspects of the cataloging process, including placement of the bar codes on all books. Shane asked how the library uses the bar codes. Beth told the group that the bar codes help with data determining how often a book is checked out; identifying to which communities books go; indicating frequency of renewals; and helping guide the book-purchasing process.

The Board visited the topic of the Squirrel's Nest book sale. Dixie is considering holding an outdoor book sale in April. Most of the books in the Squirrel's Nest are donations from community members. The Squirrel's Nest also gets book donations from Mystery Lover's Bookstore. Books from the library which don't circulate are given to the Squirrel's Nest, too.

The Board talked briefly about the Free Little Libraries located throughout Oakmont and Verona. Beth suggested that these are entities all to themselves; that there is no ACLA involvement.

Director Beth Mellor shared her report. The annual audit is done, as is the report to the State. She is in the process of identifying a vendor to replace the carpeting in the main section of the library. Beth provided the Board with a copy of the Plan for Reopening the library. One note in her report was an increase in memorials activity. She reviewed the memorials process with the Board. The building assessment remains on hold. Beth will contact Tom Briney directly about performing the assessment. Money has been set aside from the endowment to pay for the service.

The Board noted that Beth has been asked to chair the Governor's Advisory Committee on Advocacy and Education. The purpose of this committee is to educate legislators across the state about what libraries are doing and what they need to support their communities.

Chair Laurie Siiben reviewed suggestions made by Board members who participated in the fundraising meeting in February. She reported the successful resolution of a process several years in the making that there is now a deal in place between the Library and the Borough stipulating that 12% of the annual budget allotted to the Library be permanently fixed for purchase of library materials.

Wendy presented the financial report. She suggested we will see an increase in expenditures as the Library moves forward with reopening.

Jeanette Eff shared her report as Verona representative. A source for sharing library news with Verona was identified since the January meeting. The contact person is Donald Worf, and news about the library should be sent to him for inclusion in the Verona community newsletter. Jeanette asked about the library having a presence at the Verona Farmer's Market. Beth said that we could have a presence there if they asked for the library to be there. Library staff would have to go at the end of the day. They could provide book marks, grab 'n' go kits, and information about the library and its services. This will depend on staffing. The staff will have to determine how often they'd want to go to the Farmer's Market. If the summer camp resumes this year, the library staff will be at the camp every Friday.

Ann and Heather reviewed ideas regarding fundraising for 2021. Suggestions under consideration include a virtual cooking class, a silent auction, biking for books, and a raffle. The virtual cooking class would involve local chefs. More than one could be held spaced a month or two apart. Beth reminded the Board that the annual Love Your Library Campaign in September provides matching funds. She suggested we talk to the Chamber of Commerce and ask them to include the library in any fundraising plans they might have. The Books 'n' Brews idea might be good for next January/February. It, too, would probably be a virtual event.

The Board spoke about the artwork/ras garden update. For now the plan is to have the Borough remove the dead ras bushes and plant annuals in that area come spring. Beth will remind Borough Manager Scot Fod that the bushes need to be removed. While the idea of having River View students put art on the wall

behind the bushes, it should be tabled. That part of the project requires involvement with the art teacher.

Beth mentioned that Board Member profiles will be updated soon on the library's website. In April the Board will have a group photo taken for the website. The Board agreed that the best way to recruit new members is by word of mouth. Board members talked about some of the classes they've taken through ACLA as part of the annual requirement to take a continuing education class. Beth reminded the Board that the list of available classes is on the ACLA website.

There being no further items for discussion, Katie moved the meeting be adjourned. Heather seconded the motion. The motion passed, and the meeting adjourned at 8:20.

Respectfully submitted,

Deborah O'May
Recording Secretary