

LIBRARY BOARD OF THE BOROUGH OF OAKMONT

Minutes  
April 14, 2021

Present: Wendy Emery, Ann Galm, Katie Lascola, Beth Mallor, Shane Michael, Deborah Omay, Heather Fletcher, Laurie Siben

Absent: Jeanette Eff

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

The Board reviewed the minutes from the March meeting. Katie moved the minutes be approved as amended. Heather seconded the motion. There was no further discussion, and the minutes were approved as amended.

The Board reviewed staff reports. The Board congratulates Karen Gowell for her acceptance to Carion University's M.S. program. Beth pointed out that Robin Amendinger will submit her report on adult programming since Stepharie's focus is now on cataloging and managing the 3D Printer.

Beth presented her report. Conversations need to occur with the Little Family regarding how they wish memorial funds contributed in Jerry Little's name be used. ACLA members will vote this week to reduce the length of time books and other materials remain in quarantine. Reducing quarantine time will improve circulation and get patrons items they've requested more timely.

Beth reported that Paul resigned. In considering the open position, Beth envisions an outreach/programming staff person. This is in the planning and exploration stage; nothing definitive has been decided. The position will be posted when finalized.

Beth reviewed the carpet replacement situation. The carpet comes in squares for ease of replacement when needed. The Board determined the best approach for replacing the carpet is to keep the stacks in place and have the carpet squares cut to fit. The Board discussed shifting monies around to cover the cost of carpet replacement. Wendy moved that \$8000.00 that was to be used for painting and plastering be used to pay for carpet replacement; Katie seconded the motion. There was no further discussion. The motion passed. Beth will tell Scot Foley that we will do the painting and plastering next year.

The 3D printer is up and running. Dave and Karen will be trained. Stepharie has made gaming pieces as part of becoming familiar with the printer. The next addition to the library's maker space is digital embroidery and sewing.

Morraveille and Baldwin's libraries have applied for a grant for a book locker. Oakmont will participate in this grant. A book locker allows patrons to pick up books when the library is closed. Staff notify patrons when their book is ready. The patron approaches the book locker and swipes their library card or retrieves their items. This allows the library to function 24/7. The monies are offered through the Keystone Improvement Grant program. A security camera should be trained on the book locker.

The East Region is reading the language on job descriptions to make them more inclusive and diverse.

Another grant in which our library is involved focuses on joint virtual programming. We will partner with the Homestead Library for a 9-month long program. This is part of adult programming which will transition to Robin.

Laurie indicated that the building audit has not been scheduled. Beth reached out to Tom Briney, and Laurie reached out to Patty Friday to help move the audit forward. Council will try to get someone to perform the audit that Tom recommends. We want it done by the end of the year because knowing upcoming projects opens us up to available grants.

Wendy reviewed the financial report. Merchandise sales are declining. Spending on part-time salaries hasn't gone up yet. It is reasonable to assume these costs will rise the more we open up. Costs related to publications and programming have risen slightly. Donations are contributions received in honor of Jerry Little and Marie Pazzi-Richter.

Jeanette and Laurie met to review funding for Verona. One major concern is how do we find out what is going on in Verona? With what are Verona's citizens struggling? Specific questions and responses follow.

- One of the state funds we receive for Verona, how is it determined whether we continue to receive that funding each year?

**Answer:** We continue to receive funding as long as we continue to provide services. Several years ago, and after several years of petitioning the state and demonstrating our commitment to Verona through provision of services, we were finally granted additional monies.

- Will that money ever go away?

**Answer:** Only if we decide we do not want to provide Verona with services. Our statistics show that the majority of Verona residents come to the Oakmont library rather than to the library in Penn Hills. Presently, 72% of

Verona residents compared to 62% of Oakmont residents have library cards. We get money from the Regional Asset District (RAD) to support all of our programming. Once the state decided to give us funding to support services to Verona, RAD increased our funding too to help support those efforts. We get extra money from RAD because Verona is considered a distressed community.

- Does the State ask what we do with it? **Answer:** No
- Do you have to provide specifics? **Answer:** No
- Can we give Verona Borough an idea of what we currently do with the money?

**Answer:**

- After school program at Verner Elementary. It focused on math and literacy curricula and was held in the art room
- Lunch and learn summer camp
- Programming and technical support to Demare Towers residents.
- Purchase of books specifically for Verona based on circulation data about what Verona citizens read
- Information about healthy eating, healthy recipes and books have been given to the Verona Food Pantry that operates out of Verona's United Methodist Church
- Verona citizens receive services and support at the Oakmont library.
  - Materials
  - Computers
  - Wi-fi hot spots
  - Gift materials
  - Book/materials delivery to homebound Verona citizens
  - Free books for children who attend Lunch and Learn
  - We created a deposit collection down at Demare Towers.
- We balance programming so that both communities receive opportunities to participate in the same programs.

Ann and Heather shared information about a proposed Food Truck Festival. Their plans are a work in progress, and we will hear more details in upcoming meetings. Ann and Heather indicated that this program may work well during the last 2 weeks of August. We could have food samples at each truck. Guests would buy a passport that gets stamped whenever they visit a food truck. Guests receive a raffle ticket when they visit the food trucks. Participating children will receive a gift bag. There will be a drink ticket available for wine, beer, water and pop which will be available inside the library. People who

don't pay in advance can participate because it will be good PR. Other aspects of the event include carnhole, a scavenger hunt, storytime, face painting and meeting the Oakmont squirrel. We could have a table set up for folks to register for library cards. All indoor activities would be with limited capacity per CDC guidelines.

There being no further business to discuss, Katie moved the meeting be adjourned. Heather seconded the motion. There was no further discussion, and the meeting adjourned at 8:37 p.m.

Respectfully submitted,

Deborah Gray, Recording Secretary

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