

LIBRARY BOARD OF THE BOROUGH OF OAKMONT
Minutes
July 14, 2021

Present: Jeanette Eleff, Wendy Emery, Ann Galm, Katie Lascola, Beth Mellor, Shane Michael, Deborah Ormay, Heather Pletcher, Laurie Sliben

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

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

The Board reviewed staff reports. The summer reading program kicked off in mid-June. The Board acknowledged that it will take Karen approximately 2 ½ years to complete her Master's degree in Library Science at Clarion University. The Board shares in her excitement. Stephanie simplified the memorials tracking process. This process is reviewed by our auditors.

Beth presented her report. Memorials submitted in memory of Jerry Little continue to come in. Chris Little has asked the Library staff and Board to decide how to spend these funds. The chairs in the adult computer section could be updated and the maker space downstairs could be outfitted with these monies.

Beth informed the group that she has a waiver for the 12% spending on books and materials for 2020 and 2021 due to the pandemic. The Board discussed possible uses of left over budget funds, which could be used on building expenditures, such as the HVAC. The Board can designate how much of the left over funding the Borough can spend. The Board agreed to review the budget in September and to decide at that point how much to spend and on what.

The building assessment seems to have stalled. Shane suggested he would follow up with Scot Fodi, Borough Manager, for an update.

Laurie presented her report. She talked about the Board calendar she developed. She asked the Board for feedback. She mentioned an on-line document housing resource where we can store our bylaws, policies, organizational calendar, information about board and library history, etc. She distributed self-assessment materials for members to review. Each Board member will assess themselves and the Board will assess itself overall.

Laurie mentioned that she will reach out this fall to the FOOLS for a meeting with the Board.

The Virtual 5K that occurred over the 4th of July holiday earned \$770.00! Thank you to all who participated.

Wendy reviewed the financial report. The endowment fund gained \$8000.00. Merchandise sales are up. The RAD monies were lowered in January but then boosted back up in June. Automatic renewals will reduce book fines income. Some line items are under budget. Beth and Wendy will meet to review those line items.

Jeanette reported looking for updated summer Verona newsletters. She will distribute them to the Board once they're available. She volunteered to distribute whatever flyers we might have to advertise our fund raisers and programs. She reminded the Board that Verona's 150th anniversary celebration is September 18. Beth assured Jeanette that staff from the Library's Children's Department will be there.

Deborah sought the Board's approval for the Library's involvement in the upcoming Touch A Truck event on October 3. The Board stressed that they will put limits on what activities the Library will be doing for this event. We need to know what the Lion's Club expectations of us are. Heather moved that the Library support the Touch A Truck event with the stipulation that we will have limited involvement; Wendy seconded the motion. There was no further discussion, and the motion carried.

Katie updated the Board on the upcoming Bikes for Books event. Bikes for Books will be Saturday, August 21, with participants meeting at the Library at 8:30 a.m. People can decorate their bikes. Materials for decorating will be available at the meet up location. The parade begins at the Library, proceeds down Allegheny River Boulevard, turns right onto College, proceeds along Allegheny Avenue, and then winds up at Riverside Park where folks can enjoy family-friendly activities. The digital sign by the viaduct from Verona into Oakmont will advertise the event. Businesses have offered to sponsor Bikes for Books. Mike DiVittorio will be covering the action for the newspaper.

Ann and Heather updated the Board regarding our "Truck on Down" fund raiser. The event will be Sunday, August 29 from 3-6 p.m. School starts August 26. To insure the children get a flyer about "Truck on Down," Heather and Ann were advised to get the flyer to the district's administrative offices for review and approval. Progression Bistro is a Verona-based food truck. It will offer kid-friendly food. Pappy's Popcorn has 12 flavors of popcorn. Sweets for the Street has 18 flavors of ice cream. The food trucks will give the Library a percentage of their sales, which will most likely be 10%.

Attendees buy their own food. It will cost \$10.00 donation for people to enter the event. Children under 5 are free. The Board discussed possible activities such as yard jenga and yard connect four. Ann offered to distribute flyers in the Oakmont businesses. Jeanette offered to do the same in Verona.

Vistaprint is making a banner for the front porch. The event will be publicized in social media and in the Oakmont newsletter.

We will want 6 raffle baskets. Usually the Board donates a basket. Ann is getting water donated from Giant Eagle. We can get the tables and chairs for the street from the Country Club. We anticipate Natrona Bottling Company will donate pop. There will be a scavenger hunt inside the Library for children to find the squirrels. Corn hole games have been located. We have 120 grab 'n' go bags for children. Katie will do balloons. The Board discussed whether or not to move forward with face painting due to health concerns. The Board agreed that it would be better to have an alternative activity such as temporary tattoos.

As it stands we have approximately 25 volunteers available to assist. The Board noted that high school students need to earn community service hours. Perhaps volunteering at Truck on Down will appeal to them.

There being no further business to discuss, Ann moved the meeting be adjourned; Heather seconded the motion. The meeting adjourned at 8:48 p.m.

Respectfully submitted,

Deborah Ormay
Recording Secretary