

LIBRARY BOARD OF THE BOROUGH OF OAKMONT
MINUTES
June 12, 2024

Present: Rebecca Panza, Ann Buechli, Niki Senchak, Caitlyn Boland, Laura Spisak

Excused: Jeanette Eleff, Ann Galm, Heather Pletcher, Shane Michael

Chair Rebecca Panza called the meeting to order at 5:34 PM.

The May minutes were reviewed. Niki Senchak moved that the minutes be approved and Ann Buechli seconded. Minutes were unanimously approved.

Financial Report

Ann Buechli confirmed that the Wells Fargo allocations have been changed as agreed upon. She clarified that the dividends listed under miscellaneous revenue are from printing, copying and faxing.

The HVAC work continues and bills will be coming in. Ann explained that the Borough pays the bills and is then reimbursed with the Keystone grant money.

On the financial report, some of the TOTT sponsors were logged as donations, but will be designated TOTT.

Staff reports

All staff reports were reviewed. There is a lot of activity in the library this summer.

Director's Report

The board reviewed Caitlyn's report and statistics.

Kelsey Grushecky was hired as the Youth Services Librarian. Her first day was Monday June 10 and she is off to a good start. She will attend the July board meeting.

Other highlights include:

- The new computer installation is complete.
- There are 106 children registered for the summer reading program.
- There has been a huge response to the Bluey program. A second one is a possibility.
- E book circulation is 2728.
- The phone for the Makerspace was not installed because lines could not be run through the ceiling. It will be an internet phone eventually, but is complicated with current security.

Chair report

Rebecca reported that the monitor which lists current library events has been installed. She will investigate a larger monitor and various locations to ensure that it is seen by the public upon entering the library.

Rebecca inquired as to whether the 990 form was updated and Caitlyn responded that it was. When checking the library's website, Rebecca discovered that the policies approved by the board in 2023 are not posted on the website as expected. Caitlyn will investigate. It was also noted that we need a policy on public displays in the library.

Verona Update

Jeanette was not available.

Discussion

The board discussed various methods of doing surveys with the surrounding community. No final decision was made.

Action items

- Caitlyn to search computer files for the 2023 approved policies and will post when found.
- Rebecca/Caitlyn to investigate a larger monitor on which to list library events and an optimal location for it.
- The board will create a policy regarding public displays in the library.

The next board meeting will be on July 10, 2024 at 5:30 PM. There being no further business, Rebecca moved to adjourn. Ann B. seconded. The motion was carried and the meeting adjourned at 6:12 PM.

Respectfully submitted,
Laura Spisak