

LIBRARY BOARD OF THE BOROUGH OF OAKMONT
MINUTES
May 8, 2024

Present: Rebecca Panza, Ann Buechli, Laura Spisak, Jeanette Eleff, Ann Galm, Niki Senchak, Caitlyn Boland, Heather Pletcher, Shane Michael

Chair Rebecca Panza called the meeting to order at 5:31 PM.

April minutes were reviewed. Ann Buechli stated that allocations recommended by Derek Evans last month should be 55% stocks, 45% fixed assets and 5% cash, rather than 50/50 as was noted. With that correction, Ann Buechli moved that the minutes be approved and Niki Senchak seconded. Minutes were unanimously approved.

Staff reports

All staff reports were reviewed. It was noted that the book sale was well attended and made \$200.00.

Ann B. suggested we have a line item for the Squirrel's Nest, if there isn't one already. Caitlin will check on this.

Director's Report

The board reviewed Caitlin's report.

The summer reading program has been set up and a schedule was distributed to the board.

Caitlin and a committee of library employees interviewed candidates for the Youth Services Librarian position. A recommendation to hire has been made to the borough council.

A bench made of recycled plastic is being donated to the library by the RWA, Lions and Rotary will be placed outside. Delivery is expected on May 13.

New computers will be installed in the library on May 10.

Amy Anderson, of the ACLA, has informed Caitlin that RAD Transformative Grants are available. Since Verona is noted as a distressed area, the grant is available for something that would be specifically impactful for Verona. Jeanette suggested a survey, with Caitlin in agreement because the existing survey of Verona residents is 5 years old. Board members discussed some ideas for the grant, but nothing was decided at this point.

Caitlin would like to start the building assessment when the HVAC project, which is currently underway, is complete.

Shane suggested that Caitlin might also reassess the library space and how it is used, possibly making that part of the overall assessment.

Chair Report

Rebecca said that the ToTT was an excellent event and that the net profit was \$20,073.00. She thanked Ann G. and Heather as the chairs, as well as the committee and board for their help. Some of the restaurants want to be notified earlier, so a suggestion was made to put a save the date on the thank you letters. There was discussion on how to improve the event for next year.

Financial Report

Ann Buechli informed the board that the Keystone Grant was not yet available to us last month because the HVAC project had not started. Now that it is underway, the grant money can be released.

Ann met with Brian Loughran, the borough accountant and spoke with Derek Evans, who recommended last month that we shift our allocations in a slightly more conservative direction. The majority of the board voted to switch to 55% stocks, 45% fixed assets and 5% cash. The signatories on the account were officially changed to Caitlin, Rebecca and Ann B.

Our 20 year bond will be completely paid by the end of 2024 and the hope is that those funds will continue to be allocated to the library for the building's needs.

Verona Update

Jeanette informed the board that the Verona Farmers Market begins on Thursday June 6, from 2 - 7 PM and will continue every Thursday throughout the summer. The library could consider having a presence there, possibly once a month. The Verona community picnic is being planned for September 28 at Cribbs Field.

Jeanette announced that this, her fifth year as the Verona representative on the board, will be her last. She will continue through the end of December.

Discussion

Form 990 (Return of Organization Exempt Form Income Tax) needs to have updated names. A vote was taken and all approved.

Action items

- Caitlin will talk to Brian about a line item in the budget for the Squirrel's Nest.
- Form 990 will be updated with current names.

The next board meeting will be on June 12, 2024 at 5:30 PM. There being no further business, Heather moved to adjourn. Shane seconded. The motion was carried and the meeting adjourned at 6:48 PM.

Respectfully submitted,
Laura Spisak