

LIBRARY BOARD OF THE BOROUGH OF OAKMONT
MINUTES
October 9, 2024

Present: Rebecca Panza, Caitlyn Boland, Jeanette Eleff, Ann Galm, Laura Spisak, Shane Michael

Excused: Ann Buechli

Chair Rebecca Panza called the meeting to order at 5:33 PM.

Caitlyn answered a few questions for Shane about the HVAC project.

The September minutes were reviewed. Ann Galm moved that the minutes be approved and Shane seconded. Minutes were unanimously approved.

Financial Report

In the absence of Ann Buechli, Caitlyn provided the report.

The Wells Fargo account is up \$16,000.00 over the previous month.

The Keystone Grant process for the HVAC system is a slow one, but the first phase of reimbursement of \$86,000.00 is expected in mid October. The final bond payment is then due in November, therefore no big spending is expected until the full reimbursement from the Keystone Grant is received. The second phase of reimbursement will also be \$86,000.00. The grant is meant to be a 50/50 match, but the second payment will bring us over that 50/50 so we will have to pay some back. The reason we are over is because the original ask was more than what was needed. The reimbursement payments are received by the borough and then directed to the library account.

The 2024 Love Your Library campaign resulted in a slight increase over the 2023 campaign. As of this meeting the total donations are \$18,528.00. This information has been submitted to the Jack Buncher Foundation for their match.

Staff reports

All staff reports were reviewed.

Kelsey is currently at the Pennsylvania Library Conference.

The Fire Safety program has been organized.

A Story Walk has been placed in Dark Hollow Woods.

There was a good response to the library presence at the Verona Community picnic.

Stephanie coordinated a presentation on artificial intelligence (AI) that was well received and also developed a DIY ghost story walk.

Director's Report

The board reviewed Caitlyn's report and statistics.

Caitlyn attended an AI presentation for libraries The library staff also attended a training for AI in libraries

Shane asked if there are policies for AI. Caitlyn said that no policies are in place anywhere because AI has grown so quickly. However, we will need to be aware and prepared for the future.

Chair report:

Rebecca met with the only applicant for the Verona board representative position and believes she is a good candidate. Jeanette will do a follow up meeting with her. If accepted, the new representative will be introduced to the Verona Council as she joins the board.

Rebecca presented the resumes of the two applicants for the Oakmont board positions. Rebecca has met with each and approves of them. Ann B. and Laura will each meet with one and then the decision will be finalized at the November meeting.

During a review of the bylaws, some minor changes were made regarding the Verona representative to the board. All agreed to omit the specific start time of the meeting in the bylaws because it changes on occasion and this will eliminate the need to update the bylaws every time the start time changes.

Rebecca suggested that each officer on the board maintain their same position for another year due to having a 3 person turnover on the board at the same time. The length of board membership of each member was also discussed. A motion was made by Ann G. to maintain positions. It was seconded by Laura and was unanimously approved.

Verona Update

Jeanette made some suggestions to consider for the bylaws.

Discussion

As a follow up to Jeanette's suggestions, there was a discussion about possible ways to connect to Verona and their council and how to make the Verona representative a voting member of the board.

It was noted that the building assessment will not be done in the 2024 calendar year, upon a question from Laura.

Action items

- Ann B. and Laura will each meet with one of the board candidates prior to the November meeting.
- Rebecca to update the form with the start dates for each board member.

There being no further business, Ann G. moved to adjourn. Shane seconded. The motion was carried and the meeting adjourned at 6:42 PM.

The next board meeting will be on November 13, 2024 at 5:30 PM.

Respectfully submitted,
Laura Spisak