

LIBRARY BOARD OF THE BOROUGH OF OAKMONT  
MINUTES  
November 13, 2024

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

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

The October minutes were reviewed. After some clarification about the Keystone Grant 50/50 match and the correction of a name, Ann B. moved that the minutes be approved and Ann G. seconded. Minutes were unanimously approved.

**Financial Report**

Ann Buechli reported that the Wells Fargo account is down slightly, as part of normal ups and downs of the market. Postage and printing were over budget due to the Love Your Library campaign. Some of the line items in the budget have been sorted out to better reflect what they mean. Scot is applying to Part 2 of the Keystone grant with no problems anticipated.

**Staff reports**

All staff reports were reviewed. All are very thorough and reflect the high activity in the library. A highlight is the Story Walk that was in Dark Hollow Woods for the first time. The board was informed by Caitlyn that the Story Walk boards are owned by ACLA and there is a timeline for each one. The Dark Hollow Woods Story Walk was removed in early November.

**Director's Report**

The board reviewed Caitlyn's report and statistics.

- Caitlyn met with the Verona Borough Manager and community group to establish and maintain communication.
- The Jack Buncher match is at \$3800.00, but it is possible they may come back at the end of the year with more funds.
- The Book Sale that took place on November 2 earned almost \$2000.00.
- Give Big Pittsburgh is a local giving/donation event and is coming up. The library doesn't see a lot of money from this, but does seem to attract repeat donors.
- Isaiah Wilson from the borough council helped to coordinate the active shooter education for the staff that took place.
- Stop the Bleed education is scheduled for late January.

- A draft of the building assessment document was started. RFP bids for various consultants will go out using municipal and library resource lists.
- Final bond payment is about to be made. After the bond is completely paid off, the amount of that payment that the borough has been making will continue to be made into the library's general building fund for future needs.
- The Wachter Grant was received a week ago. That money is designated for the children's play area, as previously discussed.
- The water fountain in the library recently broke and a new one has been ordered by Scot.

### **Chair report:**

Rebecca updated the list of current board members and start dates.

She asked for verbal reports from the meetings with new board applicants. Jeanette met with Emily Stimmel for the Verona position, Laura met with Maggie Soff and Ann B. met with Alexandra Taylor for the two Oakmont board positions. All meetings were very successful. Based on Rebecca's original interviews and these follow up interviews, the board unanimously approved the three new board members. Rebecca will contact each one and coordinate their swearing in at the borough council meeting.

Rebecca informed the board that the previously mentioned RFP timeline, which spans 10 years, was devised by Rebecca, Ann G. and Scot. It will be presented at the December meeting.

### **Verona Update**

Jeanette's update was covered in her report of her interview with the new Verona board member.

### **Discussion**

There was no further discussion.

### **Action items**

- RFP overview to be presented at the December meeting.

There being no further business, Shane moved to adjourn. Ann B. seconded. The motion was carried and the meeting adjourned at 6:24 PM.

The next board meeting will be on December 11, 2024 at 5:30 PM.

Respectfully submitted,  
Laura Spisak