

LIBRARY BOARD OF THE BOROUGH OF OAKMONT
MINUTES
December 11, 2024

Present: Caitlyn Boland, Jeanette Eleff, Ann Galm, Laura Spisak, Ann Buechli

Excused: Rebecca Panza, Shane Michael

In the Chair's absence, Vice Chair Ann Galm called the meeting to order at 5:36 PM.

The November minutes were reviewed and no changes were made. Ann B. moved that the minutes be approved and Laura seconded. Minutes were unanimously approved.

Financial Report

The total cost for the HVAC project was \$288,400.00, which has been paid. Part 1 of the Keystone Grant was received. The request for Part 2 has been submitted, therefore the bank account appears low until the money from Part 2 is received.

Book sales exceeded budget. Previously some of the book sales were not recorded and were kept as petty cash. All sales were recorded.

Budget looks good and the Wells Fargo account rebounded this time.

Staff reports

All staff reports were reviewed. Activity continued to be strong. Planning for spring activities is about to begin.

Director's Report

The board reviewed Caitlyn's report and statistics.

Highlights include:

- A total of \$700.00 was received from the Give Big Pittsburgh initiative.
- ACLA received the Love Your Library match from the Jack Buncher Foundation. The Foundation then decided to contribute an additional \$5000.00.
- The tentative project schedule for the building assessment was presented. An RFP was issued on December 2 to 17 different architects. All were given a list of issues and problems in the building as well as a request to suggest new ways to utilize library space. We expect to see a 10 year prioritized plan.

Jeanette questioned the portion of Caitlyn's report that discussed the possibility of being open on Sunday. Caitlyn explained that ACLA has requested information from all county libraries regarding the financial cost of having Sunday hours. Local residents have not requested Sunday hours. Discussion followed among the board regarding the pros and cons of opening the library on Sundays.

Jeanette also questioned the room rental policy, in regard to what the staff want from it. The response is that they would like to see a more streamlined policy.

Board members noticed that the building was chilly on the night of the meeting even though the HVAC project was recently completed. What followed was an explanation and clarification given by Caitlyn:

- Parts are on order and adjustments still need to be made
- Not all boilers and HVAC units were replaced during the 2024 project.
- The FULL completion of the HVAC project was planned in stages and the recent work was only one of the stages. The original staged plan was determined back in 2020, prior to the current board's terms.
- The HVAC plan is separate from the building assessment RFP that was recently issued.

Chair report:

In Rebecca's absence, Ann G. gave the report.

- Maggie, Alex and Emily were sworn in by the mayor and will begin their terms in January 2025.
- The year end report was presented to counsel by Caitlyn.
- The Director's plaque needs to be updated with Beth's end date and Caitlyn's start date.

Verona Update

There was no news to report.

This was Jeanette's final meeting. She expressed her thanks for the opportunity to be Verona's representative to the board. She was thanked in return by the board for her service over the past 5 years and for her valuable input.

Discussion

There was no further discussion.

Action items

None.

There being no further business, Ann B. moved to adjourn. Ann G. seconded. The motion was carried and the meeting adjourned at 6:55 PM.

The next board meeting will be on January 8, 2024 at 5:30 PM.

Respectfully submitted,
Laura Spisak