

LIBRARY BOARD OF THE BOROUGH OF OAKMONT  
MINUTES  
January 8, 2025

**Present:** Caitlyn Boland, Rebecca Panza, Ann Galm, Laura Spisak, Ann Buechli, Maggie Soff, Alex Taylor, Emily Stimmel

**Absent:** no one

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

A local citizen attended. New members of the board were welcomed. All members provided self-introductions.

The December minutes were reviewed, and no changes were made. Ann B. moved that the minutes be approved, and Ann G. seconded. Minutes were unanimously approved.

**Financial Report**

The Wells Fargo account looks good and is currently over 1 million dollars. In 2024, \$21,250.00 was withdrawn for the benefit of the library.

The 2nd installment of the Keystone Grant for the HVAC project is expected to be deposited into the library account within the coming week.

The final payment of the 20-year bond has been made, therefore funding received from the borough will be less than what it was in 2024. However, the library's operating budget will remain the same.

Revenue that was higher in 2024 than the previous year included the Taste of Two Towns event, the Love Your Library initiative and the book sale.

**Staff reports**

All staff reports were reviewed. They continue to be thorough and interesting reports that are much appreciated by the board.

A new initiative is to visit local preschools and daycares to provide a story time. They want to be a resource to all the schools, although not all grades at once. They would like to make a gradual start by reaching out to various facilities by next week.

Planning for the summer reading program has begun.

**Director's Report**

The board reviewed Caitlyn's report and statistics.

Highlights include:

- The library staff would like to be involved in the library's social media. They have many creative ideas.

- There have been eight responses to the RFP request that went out in early December. So far, there are seven scheduled meetings.
- An updated draft of the Policy for Meeting Room Use was presented. Much of the update was about eliminating the \$50.00 refundable deposit in order to streamline the process for the staff. After further discussion, some other changes were made. Caitlyn will send out the corrected version.
- The President of the FOOLS group is scheduled to meet with Caitlyn on January 9.
- The HVAC system still needs about \$283,000 worth of equipment. There will be another application for a Keystone Grant in 2025 for this purpose. The original engineer of this year's HVAC project is stepping back in to manage the ongoing issues.

### **Chair report:**

Rebecca is asking for all board members to submit ideas for future programming at the library. Please bring ideas to the March meeting.

### **Verona Update:**

Emily, our new Verona representative, shared that she is working with the Verner PTO on a native pollinator program. She has also started to talk to Verona parents about what they would like to see from the library.

Rebecca suggested that she continue to work with Caitlyn to interact with the Verona borough manager.

Emily also informed the board that Verner Elementary School's book fair in the spring is partnering with Mystery Lovers Bookshop.

### **Discussion**

Ann G. discussed the upcoming Taste of Two Towns event which will take place on Sunday May 4. She extended an invitation to new board members to participate in the planning. Rebecca asked our guest from the community, who is a resident of Longwood, for input about library programming.

### **Action items**

- Caitlyn will update the board at the March meeting about library social media.
- Meeting room policy will be resubmitted for approval.
- Programming ideas from the board should be submitted for the March meeting.

There being no further business, Rebecca moved to adjourn. Alex seconded. The motion was carried and the meeting adjourned at 6:21 PM.

The next board meeting will be on March 12, 2025 at 5:30 PM.

Respectfully submitted,  
Laura Spisak