

LIBRARY BOARD OF THE BOROUGH OF OAKMONT  
MINUTES

October 8, 2025

**Present:** Caitlyn Boland, Rebecca Panza, Ann Galm, Emily Stimmel, Candace Hill, Laura Spisak, Ann Buechli, Alex Taylor, Deb Ormay (borough council liaison)

**Absent:** Maggie Soff

Chair Rebecca Panza called the meeting to order at 5:35 PM. She welcomed the library employees who were in attendance, Stephanie Zimble, Kathy Schreiber, Vicki Federline, Ashley Reed, Claire Halemba, Robin Almendinger.

There was a discussion about future renovations of the library. Once this portion of the meeting was over, the library staff left.

The September minutes were then reviewed. Ann G. moved that the minutes be approved. Candace seconded. Minutes were unanimously approved.

**Financial Report**

Ann B. presented the report for September.

- High dollar expenses again included electricity due to very hot weather, as well as HVAC repair.
- There was an increase in purchase of books and book supplies.
- Love Your Library donations have reached over \$22,000.00.
- Rad funds increased this month by \$25,352.00.00.
- The Wells Fargo account is maintaining stability.

**Staff Reports**

- All staff reports were reviewed and appreciated. Of special note is Stephanie Zimble's article about the History Center Affiliates Program (HCAP).

**Director's Report**

The board reviewed Caitlyn's report and statistics. Other highlights include:

- Stephanie will be taking the lead in planning the observation of the library's 125th anniversary next year.
- Ashley has transitioned to adult programming.
- There will be a discussion about a collaboration with PBS to connect with schools about Read Across America.
- 2026 budget meetings continue and we anticipate a \$610,000 operating budget. This will allow for some part time staffing hour increases.
- Caitlyn is investigating the cost of providing PTO for part time staff. If it is feasible, then a new policy will be needed to cover the issues related to PTO.

- The Touch A Truck event, a collaboration with the Lions' Club, was a success. It netted \$1100.00 for the Love Your Library campaign.
- RAD funding for Allegheny County libraries will increase 4% for 2026.

#### **Chair Report:**

- Rebecca shared an email that was received by the CEO of ACLA regarding some of the library's programming.
- The feasibility study was received from GBBN. The next step is to draft a layout for the library.
- The board had been asked to review the draft endowment policies that were prepared by Alex Taylor, entitled Oakmont Carnegie Library Investment and Endowment Policies and Endowment Policy Use and Parameters. Following some discussion, Ann B. moved that we vote and Ann G. seconded. The vote to approve the policies was unanimous. They will be shared with the library's Wells Fargo manager.

#### **Verona Update:**

- Emily reported that she had asked Riverview School District if any activity was planned for banned books week, but it was determined not to be necessary.

#### **Discussion:**

- Rebecca reminded the board that her term as Chair will be over at the end of this year and Vice Chair Ann Galm will step into that position. There are two open positions - Secretary and Vice Chair. Alex and Laura have expressed interest in those positions, respectively, although other interest is welcome. A vote will take place next month.

#### **Action items:**

- The board will vote on board positions at the November meeting.
- If the budget allows for PTO for part time employees, Caitlyn will draft a policy.

There being no further business, Rebecca moved to adjourn. Alex seconded. The meeting was adjourned at 6:55 PM.

The next regular board meeting will be Wednesday November 12, 2025 at 5:30 PM.

Respectfully submitted,  
Laura Spisak