

LIBRARY BOARD OF THE BOROUGH OF OAKMONT

MINUTES

March 11, 2026

Present: Caitlyn Boland, Ann Galm, Candace Hill, Emily Stimmel, Laura Spisak, and Alex Taylor. Ann Buechli joined virtually.

Absent: Maggie Soff

Chair Ann Galm called the meeting to order at 5:32 PM

Jim Parsons attended as the liaison from Oakmont Borough Council. He chairs Council's new Civic Life Collective which includes the Library, Kerr Museum, recreation board, and other organizations.

The January minutes were reviewed. Laura moved that the minutes be approved as written. Rebecca seconded. Minutes were unanimously approved.

Financial Report

Ann B. presented January and February financial statements:

- The 2026 OCL budget is in good shape to date, with \$607,714 in planned expenses. It has received \$46,364 in funding from the state, as well as \$10,000 from the Carnegie Corporation in New York. The Carnegie Corporation announced in 2025 that it is making grants to all original Carnegie libraries still in operation, which includes the Oakmont Carnegie Library.
- The library board approved in January making its annual contribution of \$22,000 from the endowment account held at Wells Fargo for OCL operations. This funding has been received in the library's operating account.
- Received \$517 credit from Verizon after ending that service
- Major expenditures made during the two-month period include \$3,811 for HVAC repair costs, \$10,085 for building assessment and planning, and \$2,330 for snow removal costs.

- The Wells Fargo account continues to perform well. Derek Evans from Wells Fargo, the investment manager for the endowment, will come to the April meeting to discuss the investment strategy for the account.

Staff reports

All staff reports were reviewed.

- The staff is busy preparing for summer reading programming. There will be a focus on intergenerational programming.
- Stephanie is taking the lead in planning for 125th anniversary celebrations this summer. Oakmont's Mayor will proclaim May 17, the date of the library's founding in 1901, Oakmont Carnegie Library Day.
- There will be an outdoor public event celebrating the 125th anniversary on Sunday August 9 in the afternoon. Several partners are supporting the event, including the Oakmont Historical Society and the Kerr Museum.
- Rebecca suggested inviting the Carnegie Corporation of New York to the August celebration.

Director's report

The board reviewed Caitlyn's report and statistics.

- Caitlyn provided an update on rising costs related to e-resource Hoopla. Allegheny County libraries, including OCL, are updating the limits for borrowing to reduce costs. Moving forward, as of April 15, all library card holders will get five monthly borrows but there will be a daily cap for total County borrows. Unfortunately, this means an estimated 500-600 borrow requests will not be met each day. There are ongoing discussions at the County level about how to make borrowing more accessible and equitable for Allegheny County residents. Caitlyn gave a tour of the library to the Borough Council liaison. She will extend an invite to all Oakmont and Verona Borough Council members for a tour.
- The staff members are helping to fill in as one staff member is taking unexpected leave and another has accepted a new full-time position elsewhere.
- The Board recognized Kelsey B.'s excellent work in growing and supporting the Makerspace, which is really valued by the community, especially youth.
- There is currently an open job posting for running the Makerspace and Caitlyn has interviews scheduled.
- Caitlyn led a discussion about a letter she received from an Allegheny County resident regarding some of the library's program. The sender expressed concern

that a planned public program might have a lack of different perspectives presented on perceived controversial topics. The board will send a response.

Chair report

Ann G. gave an update on:

- The proposed five year strategic plan, which was previously sent to the board for feedback. The updated draft was presented for review and approval. Candace made a motion to approve as written, and Rebecca seconded. Motion unanimously approved.
- Ann G. led a discussion of the draft mobile hotspot lending policy. Hotspots are incredibly popular and there is a need for a limit on borrowing and renewals. Caitlyn noted that the draft policy establishing a three-week borrowing time period is similar to other libraries' policies and also in line with other library materials. To inform patrons, the policy will be printed and included with usage guidelines in the hotspot case. Emily recommended adding a link to the library's approved Internet Use Policy in the hotspot lending policy, as well as printing and including that in the hotspot case. With that recommended change, Laura motioned to approve the hotspot lending policy. Ann B seconded. Motion passed with unanimous approval.
- Ann G. and Rebecca gave an update as co-chairs on the Taste of Two Towns event. The committee is starting to solicit restaurants for participation in the event. There were 17 restaurants last year and hope for at least as many in 2026. Sponsor and donation letters will be sent in the next few weeks.
- Have ordered swag for the 125th anniversary, which will be here in advance of the Taste of Two Towns event. All items are from local vendors (except for ornaments).

Verona update

Emily provided an update that Kelsey G. will represent OCL and provide an activity at a Verner Elementary event later in March. Library staff will also be participating in the upcoming Verona Easter Egg Hunt.

Other discussion

As part of an ongoing review of all policies, Caitlyn reviewed the existing policies on Collection Development and Weeding and Program and Displays. The board discussed possible updates.

Candace and Emily provided an update regarding the Flower Bed Improvement proposal. Two committed community volunteers have developed a proposal for planting and irrigating the flower beds near the original and new library entrances with native plants. The volunteers are donating materials and labor, and have committed to ongoing maintenance. The board expressed appreciation for the volunteers' enthusiasm and generous contributions to the Library. Additional costs for upgrading the flower beds may be supported by memorial funds donated to OCL, pending confirmation from the family.

Ann G. and Rebecca provided an update on planning for the capital campaign for building renovations. The board discussed the need to create a dedicated bank account for donated funding to the capital campaign. Alex motioned to create a dedicated bank account at Dollar Bank for capital campaign funding. Laura seconded. The motion passed unanimously.

The board also discussed which board and staff members should be representatives for OCL on the account. Rebecca motioned that Ann Galm (President of the Board), Ann Buechli (Treasurer of the Board), and Caitlyn Boland (Executive Director) will be representatives of the OCL Board on the account at Dollar Bank. Candace seconded. The motion passed unanimously.

Action items

- Candace and Emily will communicate with the volunteers that they should move forward with the Flower Bed Improvement Proposal. Caitlyn will confirm if the family agreed to use donated memorial funds for garden improvements.
- Caitlyn will reach out to capital campaign committee members to schedule an initial meeting.
- Caitlyn will establish a separate account at Dollar Bank dedicated to capital campaign funding.

There being no further business, Rebecca moved to adjourn. Candace seconded. The meeting adjourned at 7 pm.

The next regular board meeting will be Wednesday April 8, 2026 at 5:30 pm.

Respectfully submitted,

Alex Taylor

