LIBRARY BOARD OF THE BOROUGH OF OAKMONT

MINUTES

September 9, 2026

Present: Caitlyn Boland, Ann Buechli, Ann Galm, Candace Hill, Maggie Soff, Laura Spisak, Emily Stimmel, and Alex Taylor. Rebecca Panza joined by phone.

Absent: No one.

Chair Ann Galm called the meeting to order at 5:39 PM.

The meeting was held at a local restaurant due to damage to the lower level of the library from flooding during the September 3 storm.

Regular Business

The July minutes were reviewed; there was no regularly scheduled August meeting. Maggie moved that the minutes be approved. Candace seconded. Minutes were unanimously approved.

Financial Report

Ann B. presented the July and August financial statements; there was no regularly scheduled August meeting:

- The July and August statements continue to show solid income for these months.
- Revenue has been solid with profits from Taste of Two Towns and monthly support from RAD. There were also United Way contributions and miscellaneous fundraisers. Book sales at the Squirrel's Nest continue to increase every month - $772 in August alone, even with the staff member running the Squirrel's Nest out on leave.
- In terms of notable expenses, major expenditures are at 90.6% of the annual budget and building repairs and maintenance are at 110.4% of budget.
- The Wells Fargo account remains stable and has shown a modest increase year to date.
- There is very good news from the capital campaign. The library has raised $58,563 since July 1, largely from a generous bequest from a community member. An

individual donor has made a significant commitment to the campaign that has not yet been received.

- There was a motion to transfer 3% from the Wells Fargo account to the capital campaign account, as per the approved Library Endowment Policy Use and Parameters. Ann B. motioned, Laura seconded, unanimous approval.

Staff reports

All staff reports were reviewed. The board commended the staff for robust programming in July and August. Recent Makerspace activation has been great and receiving positive feedback from patrons. The staff reports included some requests for planned upcoming programming that is not currently relevant due to the lower level closure; these will be reviewed again at the appropriate time.

Director's report

The board reviewed Caitlyn's report and statistics for July and August.

- Thanks to board members who volunteered at the 125th anniversary event. There has been incredibly positive feedback. Big kudos to Stephanie for organizing a wonderful event!
- Squirrel's Nest volunteers have picked up additional responsibilities in the bookstore to support staff. There is a need to develop SOPs and volunteer guides, as well as recruit new volunteers to help with book sales.
- Submitted the application to the state for the library subsidy funding.
- Sent materials out for the September Love your Library fundraising campaign. Caitlyn will provide an update on funds raised at the October board meeting.
- At the recent RAD board meeting, there was a lot of discussion again on instituting Sunday library hours throughout Allegheny County; this may be a change required for 2028. Caitlyn has previously calculated that it would cost $50,000 more annually for OCL to open on Sundays. It is a challenge to meet existing needs with available resources. There will also be a change in OCL funding from RAD over the next 5 years as they redid the funding formula.
- Caitlyn is working with the Borough to develop the 2027 draft budget, which will generally be a straight line from 2026 with a few minor adjustments. Some funding will be designated to repair the carpet on the first floor.
- The front railing is wobbly again, and there was a discussion about a railing replacement rather than further repairs.
- After discussions with the Borough about the need for a capital campaign, Caitlyn is seeking some additional quotes on HVAC system renovations beyond what GBBN

provided in its assessment. Deb Ormay followed up that the Borough can't do a referendum regarding a tax increase since the project would be renovations, not a building addition.

Chair report

- Thank you to the whole library staff as well as board members for all of their efforts to support the 125th anniversary celebration. Stephanie in particular was recognized for her leadership! It was a great event with engaged staff and volunteers.
- Ann G. is working with Verona Borough to get a message displayed on the electronic message board in Verona about September's Love your Library campaign.

Verona update

- There are no current updates, other than an interest and willingness from community members to support flood recovery.

Other discussion

- There was a long, detailed discussion about the flooding during the storms on September 3.
    - *What happened*: The entire lower level took on 8 inches of water during the Thursday 9/3 storm, including thick mud. The library was closed and evacuated, and Caitlyn called Servicemaster regarding remediation. The library lost power and remained at partial power for 1-2 days after the flood.
    - *Remediation efforts*
        - Servicemaster was incredibly responsive and came Thursday night, with staff staying late to let them in. Servicemaster showed up to start work on Friday morning, but limited power hampered initial efforts to get dehumidifiers going. Moisture in the air was a big concern throughout building, as it could negatively affect the collection. Remediation efforts required cutting out drywall in all the walls downstairs. Crews worked through the weekend and will be on site for a couple more weeks.
        - Candace helped bring out an electrician who is also a firefighter for the Borough. He responded super quickly and he and his daughter have been on site every day, taking the lead in all electrical issues going forward. Every electrical outlet on the lower level needs to be

replaced. They had to run a new power line in order to get the server up and running.
        - Good news that the upstairs collection is fine!
        - There is a huge issue with elevator (resolved as of 9/10). The elevator was on the lower level and flooded; the main level elevator door was open for several days, creating a safety hazard. Pooling water made it difficult to dry out the circuit and raise the elevator to do necessary remediation.
        - It will be an extended closure of the lower level.
    - *Interest in volunteering*
        - Have had many individuals reach out to staff and board to volunteer and who want to help
        - Upcoming volunteer event - Discussed logistics to gather volunteers one evening next week to help pack up books in Squirrel's Nest and get out of the space so shelves can be moved and it can be fully cleaned. Board members volunteered to collect boxes and assist with recruiting volunteers. Caitlyn sent a volunteer liability release form to the Borough solicitor for approval.
    - *Community outreach*
        - Discussed developing statement to share update to community - what happened, where we are now, so appreciative of community support, will develop wishlist for donations of toys for Acorn Room, books for Squirrel's Nest, items and equipment for Makerspace - but not ready yet since we don't have the space to store anything during remediation. In the meantime, encourage people to donate to the library. Emily drafted a statement that Caitlyn reviewed and posted on the Library's website and social media pages.
        - The board discussed several different community fundraiser events that could be quickly organized to solicit additional support for the library. Board members volunteered to reach out to local businesses to explore options.
        - Also discussed reaching out to Rep. McAndrew, who has said he wants to be supportive of the library.
- Board members discussed buying a group gift certificate for Caitlyn and library staff at a local restaurant, since the staff break room is also closed.
- Two Council members visited the Library after the flood.
- The board had some discussion about longer-term plans for renovations and prevention of future flooding events, including installation of a sump pump and/or

generator, review by Borough engineers, and how the flooding impacts the bigger plans for library upgrades and renovations.

- There being no further business, Candace moved to adjourn. Maggie seconded. The meeting adjourned at 7:24 pm.

The next regular board meeting will be Wednesday October 14, 2026 at 5:30 pm.

Respectfully submitted,

Alex Taylor