

James V. Brown Board Meeting Minutes
Thursday, June 16 at 12:00 pm
In person and zoom

Present: Dana Brigandi, Tom Burkholder (via zoom), Kristin Caringi, Brette Confair, John Confer, Gloria Greevy (via zoom), Barbara McGary, Rick Mirabito, Kate Shaw, Marshall Welch III

Absent: Dr. Bowers, Trisha Marty, Kyle Murphy, Greg Thomas, Mayor Derek Slaughter

Guests: Pat Crossley-Sun Gazette (via Zoom)

Meeting was called to order by President John Confer at 12:00 p.m. He introduced librarian Kate Shaw, the new Collections and Technical Services Director.

Minutes: Marshall made a motion to approve the May 2022 minutes. Seconded by Brette. All in favor. Motion carried.

Financial Reports: Kristin reported the financials. The balance in the general fund as of May 31 was \$1,075,332. Passport income is increasing as people are traveling more and is at \$24,850. She is working on the RFP for auditors and will submit that to the Finance Committee. We have a great relationship with Baker and Tilley and they do audits for several local nonprofits. The 2021 audit presentation will be in August or September. There were three new vendors: Lenny Tepsich, Engage Media and Susan Cannavino.

Rick made a motion to approve the financial report and new vendors. Seconded by Gloria. All in favor. Motion carried.

Director's Report: Barbara provided the following highlights from her report.

Summer Learning - Ocean of Possibilities!

- Summer Learning provides an Ocean of Possibilities for reading, learning, and community connectivity from June 3-August 3. We started the summer with a kick off and will end with a Scholastic Book Fair Finale on August 5 & 6.
- Dana shared highlights about programming staff and programs for all ages, such as Digital Arts Camp, I Spy Photography, Reader's Theatre, Amazing Science Shows, and more.

Friends

- The Friends funded \$7,200 for the following Wish List at the June 2022 Board Meeting: Adult Programming \$2,000; Trainor Calendar Maintenance Fee \$1,200; Summer Learning Finale \$4,000. In addition to funding the Finale, the Friends volunteer to help run the Scholastic Book Fair!
- Barbara encouraged all board members to join the Friends at a cost of \$20/year.

Adult Outreach

- The schedule of stops is offered three days a week in two weekly rotations. The current Bookmobile schedule is on the website.

Local History Project

- Archivist Jackie Esposito has been working these last several months creating an inventory of our PA History Room. She is on schedule to complete the inventory this summer and will be connecting with local museum and historical society leadership for input into local history offerings and needs. Barbara is considering hiring her to do a preservation workshop in the spring for the North Central Library District libraries.

Professional Development

- Staff are being trained on Polaris, Integrated Library System which manages patron data, collections, borrowing and lending, and statistical reporting.
- Barbara will virtually attend the ALA Annual Conference will be held on June 23-28.

- Board Orientation Training will be on July 21 from 10 AM-2 PM. The agenda will be an orientation to library history, board service and library finances that includes lunch; which is followed by a tour of the Library's services and programs lead by our leadership team and staff.

Development:

- The \$29,000 Summer Learning solicitation goal was surpassed, raising \$30,189.84 from 24 sponsors and donors. Top sponsorships were the Friends \$5,000; PPL \$5,000; PNC \$2,000; Wegmans \$1,000; M&T Bank \$1,000; and Woodlands Bank \$1,000. Did not receive grants from Sam's Club or Walmart but those appear to be granted every other year.
- Author Gala sponsorships are going well with \$33,550 raised at this point and 23 VIP seats remaining. Expecting a sponsorship from Jersey Shore State Bank after recent meeting with them.
- Marshall asked all board members to consider a sponsorship to the event.
- Submitted online application to PPL Foundation for EITC.

Committee Reports: No reports.

Friends: Greg Thomas shared his report prior to the meeting.

- The Friends of the J.V. Brown library met on June 7, 2022.
- We currently have 435 members with \$24,285 in dues collected so far. Shirley has set a goal of 500 members, so only 65 members to go!
- The bookstore continues to do well.
- As Barbara might have already stated, we agreed to fund the libraries summer wish list of \$7,200.
- We are trying to figure out ways to unload books out of the 4th floor – any ideas would be greatly appreciated! The donations keep coming (of which we are appreciative.)

Meeting was adjourned at 12:42 p.m. for the spotlight, which was a tour of the children's room and garden.

Next meeting: The next meeting is scheduled for August 18 at 12:00pm. This meeting will be virtual. There is no board meeting in July.

Minutes recorded and respectfully submitted by Dana Brigandi.