

**James V. Brown Board Meeting Minutes**  
**Thursday, January 19th at 12:00 pm**  
**Virtual**

**Present:** Dana Brigandi, Kristin Caringi, Brette Confair, John Confer, Barbara McGary, Kate Shaw, Dr Tim Bowers, Karen Confer, Marshall Welch III, Kyle Murphy, Gloria Greevy, Robin Degeratu, Tom Burkholder

**Absent:** Trisha Marty, Mayor Derek Slaughter, Rick Mirabito

**Guests:** n/a

Meeting was called to order by President John Confer at 12:00 p.m.

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

**CFO/COO Chief of Staff – Kristin**

**Financial Reports:** Kristin reported the financials. The balance in the general fund as of December 31st was \$923,709.00. We received our final 2022 county aid payment and the final payment from the Kate Trust. Passport sales are back up to pre-covid numbers. We received three additional grants from EITC: JSSB, UPMC and Fulton Bank. \$350,000 was moved to the endowment fund. We received an increase in aid for 2023 from the county. The business office is in audit mode.

There were no new vendors -

Gloria made a motion to approve the financial report. Seconded by Tim. All in favor. Motion carried.

**Director's Report:**

**Executive Director – Barbara**

- Barbara spoke of accomplishments for 2022. 10 goals were reviewed
  - Construct an implementation plan for our next chapter in outreach and ensure a successful build for the new outreach vehicles.
  - Develop a reimagined collection development and management plan that includes a revitalized local history collection.
  - Position the Library as a community leader.
  - Transform the Library into Family Destination/Event Venue.
  - Implement Innovations in Technology Management.
  - Enhance our efforts in family and community engagement
  - Create opportunities for lifelong learning
  - Continue to develop the Library's leadership and staff.
  - Innovate marketing and fund development practices that connects with every member of our community.
  - Continuously make the Library a welcoming place for all with facility enhancement and improvement

Barbara personally thanked each director and board member for their dedication, talents, love of community, and culture of building a team that will continue to work together.

2023 Goals will be reviewed as a group in February. They include:

- Develop a new long-range plan for the next five years of library service to the community
- Implement equity goals into our new long-range plan
- Reimagine our Public Services Team to become more of a top-notch reference, readers' advisory and research engine that has the knowledge, skills and abilities to connect people with needed information and opportunities
- Library-wide policy review and update to revisit and refine our processes, workflows, procedures and efficiencies.
- Actualize the Library's new chapter of outreach by celebrating the eventual arrival of the three new outreach vehicles and demonstrating the impacts of a fleet of mobile library services.

**Committee Reports:**

2023 committees will remain the same as 2022. If someone would either like to serve or be removed from a committee please let John know.

- Personnel and Finance Committee
  - Dr Bowers advised that the committee met to complete Barbara's annual review. Meetings will be held quarterly to review accomplishments and goals.

Barbara will be sending out the schedule of board and committee meetings for 2023 to all board members.

**Friends:** There was no Friends report.

Public meeting was adjourned at 1:07 pm by John Confer.

**Next meeting:** The next meeting is scheduled for February 16th at 12:00pm in person in the Lowry room.  
*Minutes recorded and respectfully submitted by Karen Confer.*