

**James V. Brown Board Meeting Minutes**  
**Thursday, April 18<sup>th</sup> at 12:00 pm**  
**In-person and zoom**

**Trustees Present:** John Confer, President; Brette Confair, Vice President; Rev. Kyle Murphy, Secretary; Dr. Brooke Beiter, Dr. Timothy Bowers, Gloria Greevy, and Rick Mirabito

**Trustees Present Virtually:** Marshall Welch, Treasurer

**Trustees Absent:** Mayor Derek Slaughter

**Trustee Emeriti Absent:** Thomas Burkholder, Trisha Gibbons Marty

**Guests Present Virtually:** Pat Crossley, Sun Gazette

**Library Staff Present:** Amy Resh, CEO & Director; Kristin Caringi, Chief Financial Officer; Robbin Degeratu, Assistant Director; Nicole Rader, Programming & Youth Services Director; Nina Riggle, Executive Assistant

The meeting was called to order by President John Confer at 12:01pm.

**Mission Moment:** Public Service Coordinator Courtney Schonewolf assisted an offsite patron by finding newspaper articles as evidence to establish their identity.

**Minutes:** Rev. Kyle Murphy motioned to approve the March minutes. Rick Mirabito seconded the motion. All in favor. Motion passed.

**Lycoming County Library System Presentation:** Amy Resh

- Amy Resh, LCLS System Administrator, presented information regarding the roles, responsibilities, and benefits of Library System membership.
- She shared information regarding proposed changes in state regulations.
  - Concerns are to be submitted through a feedback form by April 29, 2024. Amy Resh will submit the form on behalf of LCLS. Robbin Degeratu will submit the form on behalf of James V. Brown Library.

**Treasurer's Report - CFO/COO – Kristin Caringi**

*Highlights:*

- Self-generated income from Passports in March 2024 was \$32,530
- Salary expenses for the first quarter are on track.
- We are in the final stretch of the audit.
- Summer Learning Sponsorship has currently brought in \$21,012 with checks coming in every day.
- Raise the Region brought in \$10,443
- Rick Mirabito motioned to approve the treasurer's report. Brette Confair seconded the motion. All in favor. Motion passed.
- Marshall Welch motioned that the Library hire Evergreen Cleaning to power wash the building for \$4,800 out of the capital improvement fund unrestricted account with a balance of \$21,587. Dr. Timothy Bowers seconded the motion. All approved motion. Motion passed.

**Chief Executive Officer & Director's Report – Amy Resh**

*Full Report attached; Highlights include:*

- Dana Brigandi is working with the administrative team and other staff members to submit the COVID-19 American Rescue Plan Act (ARPA) Capital Projects Fund Multi-Purpose Community Facilities Program Grant through DCED by the April 20 deadline.
- Amy Resh expressed gratitude for Dr. Timothy Bowers, the City of Williamsport, Mayor Derek Slaughter, the Lycoming County Commissioners, River Valley Health and Dental, UPMC, Senator Yaw and Congressman Meuser for the letters of project support.
- The grant will be utilized to promote digital equity and equality specifically focused on health care.
- **Programming and Youth Services Director's Report – Nicole Rader**

- Nicole Rader shared a drafted eight week calendar showcasing the programs for Summer Learning.
- Summer Learning will official launch on Saturday, June 15 at the James V. Brown Library and will culminate on Saturday, August 10 on the Hiawatha.
- Based on the theme "Adventure Begins at the Library" the Programming Department will be partnering with 13 local organizations.
- There will be three LCLS shared events during the summer including a Touch-A-Truck, Skating Party and an event at Rider Park.
- There will be at least one program almost every day during the eight week period, including Sundays. Our partnership with the Little League Museum will allow community members free admission with their library card.
- The kick-off and finale events usually bring in around 300 people.
- The eclipse event brought together over 650 people.

**Committee Reports:**

- None

**Old Business:**

- Display, Posting, Distribution, and Table Policy
  - Rick Mirabito motioned to approve the Display, Posting, Distribution, and Table Policy. Gloria Greevy seconded this motion. All in favor. Motion passed.

**New Business:**

- John Confer presented an eSignature authorization form for Amy Resh to submit grant requests.
  - Rev. Kyle Murphy motioned to approve the signing of the resolution for eSignatures. Dr. Brooke Beiter seconded the motion. All in favor. Motion passed.

**Friends of the James V. Brown Library Report:**

- The Friends of the James V. Brown Library were busy setting up for the Spring Book Sale at the Christ Episcopal Church at the time of the meeting.
- They hosted a volunteer event honoring Brette Confair as the Carlile Brown Award recipient and Jeanne Yaggi as the Rose Lehman Harer Award recipient.

**Announcements:**

- None

Gloria Greevy motioned to adjourn the meeting. Dr. Timothy Bowers seconded the motion. The public meeting was adjourned at 12:45 pm by John Confer.

An executive session followed the public meeting.

**Meetings dates for 2024: May 16, June 20, July 18, August 15, September 19, October 17, November 21, December 19**

*Minutes recorded and respectfully submitted by Nina Riggle.*