

James V. Brown Board Meeting Minutes
Thursday, July 17th at 12:00 pm
In-person and zoom

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

Trustees Present Virtually: Marshall Welch, Treasurer; Mayor Derek Slaughter

Trustees Absent: Dr. Timothy Bowers

Trustee Emeriti Absent: Thomas Burkholder, Trisha Gibbons Marty

Guests Present: Shelby Weber, Friends of the James V. Brown Library

Library Staff Present: Amy Resh, Chief Executive Officer & Director; Kristin Caringi, Chief Financial Officer/Chief Operations Officer; Robbin Degeratu, Assistant Director; Marci Hubler, Collection & Technical Services Director; Nina Riggie, Executive Assistant to the CEO

The meeting was called to order by President John Confer at 12:02pm.

Mission Moment: The Family Color Run on June 28th brought together almost 100 families at Carl E. Stoltz Park. During the one-mile route, participants were sprinkled with color powder. The event wrapped up with healthy fruit kabobs and medals for decorating.

Minutes: Rick Mirabito motioned to approve the May 2025 minutes. Brette Confair seconded the motion. All in favor. Motion passed.

Committee Reports:

- The Finance Committee met on July 16th. They are recommending the adjusted budget as presented.
- Rev. Kyle Murphy motioned to approve the adjusted 2025 budget. Dr. Brooke Beiter seconded the motion. All in favor. Motion passed.

Treasurer's Report - CFO/COO – Kristin Caringi

Highlights:

- Total cash as of June 30, 2025 was \$709,856.
- Total investments as of June 30, 2025 was \$8,862,713.
- District Aid for 2025-26 has not been received due to the state budget not being approved.
- Brette Confair motioned to approve the treasurer's report. Dr. Brooke Beiter seconded the motion. All in favor. Motion passed.

Chief Executive Officer & Director's Report – Amy Resh

Full Report attached; Highlights include:

- A Public Service Assistant position is open and several applications have been received.
- The flower outside of the Library were donated by Helminiak's Greenhouse & Landscaping. The HVAC coil maintenance was complete by the facilities staff. Lighting in the Lowry was converted to LED and divided into three sections.
- Amy Resh attended many community events including Sips & Stories, The LCLS Director's Meeting, Association of Pennsylvania Public Library Systems, the PM Exchange at PDC Spas, the LCLS board meeting, the District Advisory Council, the Lycoming County Commissioners' meeting, and the American Library Association Conference.
- The Plunketts Creek Townships Supervisors have signed a Memorandum of Understanding for the LINK library, which will be reviewed annually
- The next quarterly library staff meeting will feature an lesson on American Sign Language, presented by the Pennsylvania College of Technology.
- As part of the Local History & Genealogy Materials Plan, legal books were transferred to the Lycoming County Law Library. City Directories, catalog cards, and vertical files will be transferred to the Lycoming

County Genealogical Society. Paper magazines will be coming in and will be stored on the local history balcony.

- Doug Harkness completed 102 work orders for district libraries since mid-May. E-rate funding was approved, and the installation timeline is in progress.
- Programming has been very busy with summer learning. Partnerships including the Lycoming County Audubon Society, Wildwood Cemetery, Community Theater League, Clyde Peeling's Reptiland, Kitchen Repose, and Joseph W. Smith, III.
- Boots, Brews and BBQ took place on July 10 bringing in new corporate sponsors and many new attendees and first-time donors. Gratitude was expressed to the Junior League of Williamsport. The Board of Trustees would like to see this event again next year.
- The Library Gala will take place on October 9, 2025. More ticketing information will be presented at the August meeting.
- **Marci Hubler, Collections and Technical Services Director**
 - Marci Hubler has been running reports on the adult collection and evaluating travel guides, books on test prep, and legal texts.
 - Hubler has expanded the adult Wonderbooks collection with a grant from Plankenhorn.
 - Hubler will be adding print magazines to the collection.
 - Hubler updated Stackmap to reflect the move of the fiction collection from the basement to the fourth floor.
- The first Book Walk Trout Run Park will open in Lycoming County on Friday, July 25 at 2pm.

Old Business

- Rick Mirabito motioned to approved the recently edited Bylaws of the James V. Brown Library. Marshall Welch, III seconded the motion. All in favor. Motion passed.

New Business

- none

Friends of the James V. Brown Library Report – Shelby Weber

- The Governing Committee has approved a Memorandum of Understanding for the Library, which was delivered to Amy Resh and Reverend Kyle Murphy.
- Shelby Weber provided feedback on Sips and Stories. They had five new membership sign-ups. Moving forward, the Friends of the James V. Brown Library would like to be more involved in the planning of the event.
- Membership is currently at 448 members.
- Their balance is \$68,955.18. The bookstore earns around \$1,000 monthly.

Announcements:

- none

John Confer adjourned the public meeting at 12:45pm.

An executive session followed.

Meeting dates for 2025: August 21, September 18, October 16, November 20, and December 18

Minutes recorded and respectfully submitted by Nina Riggle.