

James V. Brown Board Meeting Minutes
Thursday, September 18th at 12:00 PM
In-person and Zoom

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

Trustees Absent: Marshall Welch, Treasurer; Dr. Brooke Beiter, Mayor Derek Slaughter

Trustee Emeriti Absent: Thomas Burkholder, Trisha Gibbons Marty

Guests Present: Pat Crossley, Williamsport Sun-Gazette

Library Staff Present: Amy Resh, Chief Executive Officer & Director; Kristin Caringi, Chief Financial Officer/Chief Operations Officer; Robbin Degeratu, Assistant Director; Karen Confer, Human Resources and Fleet Director; Savannah Lorson, Development, Marketing and Public Relations Director

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

Mission Moment: Gardening program with Lycoming County Special Olympics and Penn State Extension Master Gardener Krista Biggins.

Minutes: Rev. Kyle Murphy motioned to approve the August 2025 minutes. Rick Mirabito seconded the motion. All in favor. Motion passed.

Committee Reports:

- Facilities Committee – John Confer
 - Committee recommended approving upgrades to vintage basement elevator, windows, and restroom.
 - Rick Mirabito motioned to approve upgrades to the State Street basement elevator, windows and restroom. Brette Confair seconded the motion. All in favor. Motion passed.
 - Committee is looking for additional information and quotes for the technology commons before bringing their recommendation to the board.
 - Amy Resh announced that the Library received a \$75,000 grant from FCFP toward the technology commons.

Treasurer's Report – CFO/COO – Kristin Caringi

Highlights:

- The cash balance as of August 31, 2025 was \$656,462
- Total investments as of August 31, 2025 was \$9,087,305
- We received a bequest from the Arlene Opp Estate in the amount of \$30,627.32.
 - Rick Mirabito motioned to move the bequest from the Arlene Opp Estate to the Endowment Fund at Merrill Lynch. Brette Confair seconded the motion. All in favor. Motion passed.
- The 4th quarter County Aid payment will be received in October.
- Rev. Kyle Murphy motioned to approve the treasurer's report. Dr. Timothy Bowers seconded the motion. All in favor. Motion passed.

Chief Executive Officer & Director's Report – Amy Resh

Full Report attached; Highlights include:

- Savannah Lorson has been hired as Development, Marketing, and Public Relations Director.
- June Houghtaling will be retiring from her position of District Consultant on December 10th
- Karen Confer will begin partial retirement on January 2, 2026. She will continue to work part-time in the business office
- Amy Resh attended several meetings during the month, including the Commissioners' meeting on September 18th.
- Public Service staff will be promoting the "Your Voice" county advocacy campaign.
- The Library Gala will be held on Thursday, October 9th, at the Williamsport Country Club.
- The Donor retention event will be held at DiSalvo's on November 5th.

Old Business

- None

New Business

- Lycoming County Library System Advocacy Presentation – presented by Amy Resh, System Administrator

Friends of the James V. Brown Library Report –

- No Friends were present.
- John Confer stated that there had been a meeting to discuss the MOU with the Friends of the James V. Brown Library.
- Amy Resh provided a list of projects with cost for the Friends of the Library to review for donations. The Friends of the James V. Brown Library will be meeting again to finalize the MOU.

Announcements:

- Rick Mirabito reminded the board that he had sent an email regarding nominations for next year's board positions.

John Confer adjourned the public meeting at 12:55PM.

An executive session followed.

Meeting dates for 2025: October 16, November 20, and December 18.

Minutes recorded and respectfully submitted by Karen Confer.