

James V. Brown Board Meeting Minutes
Thursday, April 16th at 12:00 PM
In-person and Zoom

Trustees Present: Brette Confair, President; Rick Mirabito, Secretary; Dr. Timothy Bowers, John Confer

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

Trustees Absent: Rev. Kyle D. Murphy, Vice President; Dr. Brooke Beiter, Gloria Greevy

Trustee Emeriti Absent: Thomas Burkholder, Trisha Gibbons Marty

Guests Present: Tom Zimmerman, Friends of the James V. Brown Library

Library Staff Present: Amy Resh, Chief Executive Officer & Director; Kristin Caringi, Chief Financial Officer/Chief Operations Officer; Marci Hubler, Collections & Technical Services Director; Savannah Lorson, Development, Marketing and Public Relations Director; Nicole Rader, Programming and Youth Services Director; Nina Riggle, Executive Assistant to the CEO

The meeting was called to order by President Brette Confair at 12:01 PM.

Employee Spotlight: Courtney Schonewolf, the Public Services Coordinator and Marketing & Development Assistant, has been working for the Library since 2022.

Minutes: Rick Mirabito motioned to approve the March 2026 minutes with a minor correction. John Confer seconded the motion. All in favor. Motion carried.

Committee Reports:

- None

Treasurer's Report - CFO/COO – Kristin Caringi

Highlights:

- Kristin Caringi presented the March 2026 financial statements, including the Capital Improvement Fund.
- The entire amount of State Aid and County Coordination Aid was received from the Lycoming County Library System in March.
- Salaries and expenses are on track with the projected budget.
- The Capital Improvement Fund reflects interest income and expenses related to outreach vehicle collections.
- John Confer motioned to approve the treasurer's report. Dr. Tim Bowers seconded the motion. All in favor. Motion carried.

Chief Executive Officer & Director's Report – Amy Resh

Highlights:

- Amy Resh presented the April Chief Executive Officer & Director's report.
- Booked for Laughs raised \$9146.68 after expenses. There were \$6,000 in sponsorships for the event.
- There was a discussion about having committees involved with major events. The Friends of the James V. Brown Library's Special Events Committee helped to plan Sips & Stories in May.

Old Business

- None

New Business

- Summer Board Meetings
 - A Doodle poll will be sent to all trustees to confirm availability for the board meetings in June, July, and August. One summer board meeting will be canceled.

Lycoming County Library System Board Report – John Confer

- The main topic of discussion during the Lycoming County Library System board meeting was about funding for the System from Lycoming County.
- There was a discussion around advocacy efforts to be made by trustees, as well as the Friends of the James V. Brown Library, in coordination with Friends groups throughout the County.

Friends of the James V. Brown Library Report – Tom Zimmerman, President

- Tom Zimmerman presented the Friends of the James V. Brown Library Report.

Announcements:

- John Confer expressed gratitude to Nina Riggle as she resigned from her position at the James V. Brown Library.

Adjournment

- Rick Mirabito motioned to adjourn the meeting. Dr. Tim Bowers seconded the motion. All in favor. Motion carried.
- Brette Confair adjourned the public meeting at 1:00 PM.

Meeting dates for 2026: May 21, June 18, July 16, August 20, September 17, October 15, November 12, December 17

Minutes recorded and respectfully submitted by Nina Riggle.