



Board Meeting
June 18, 2026, at noon
In-person at the Library: 19 East Fourth Street, Williamsport, PA
and virtually via Zoom

Call to Order

Staff Highlight

Review of the May 21, 2026, minutes

Committee Reports

- Facilities Committee

Treasurer's Report

Chief Executive Officer & Director's Report

- Savannah Lorson, Development, Marketing, and Public Relations Director

Old business

- Plunketts Creek Link

New business

Lycoming County Library System Board of Trustees Meeting Report

Friends of James V. Brown Library Report

Announcements

Adjournment

Executive Session

Board Meeting Dates for 2026: August 20, September 17, October 15, November 12, and December 17 at noon



Jamie Mahoney
Graphic Artist

I have been working at the JVB Library for 6 1/2 years and I was brought on as the NCLD graphic designer, and hired full time, about 5 years ago. I have a Bachelor's degree in Graphic Design and a Masters of Fine Arts in Illustration. I am originally from Williamsport, but moved around quite a bit. I was in the Army for 10 years before moving back to Williamsport.

My favorite part of working for the Library is being part of a great community resource and supporting the important service that Libraries provide. I never really knew how much the Library supported our community until I started working here. Now I am a huge fan of not only libraries but nonprofits as a whole. We often silently support the communities around us, without getting a lot of recognition. I am proud to be part of that unspoken support.

James V. Brown Board Meeting Minutes
Thursday, May 21st at 12:00 PM
In-Person and Zoom

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

Trustees Present Virtually: Dr. Brooke Beiter

Trustees Absent: Marshall Welch III, Treasurer

Trustees Emeriti Present: Gloria Greevy

Trustee Emeriti Absent: Thomas Burkholder; Trisha Gibbons Marty

Guests Present: Tom Zimmerman, Friends of the James V. Brown Library, Charles "Skip" Greevy

Library Staff Present: Amy Resh, Chief Executive Officer & Director; Kristin Caringi, Chief Financial Officer/Chief Operations Officer; Andrew Henley, Assistant Director; Nicole Rader, Programming and Youth Services Director; Marci Hubler, Collections & Technical Services Director

The meeting was called to order by President Brette Confair at 12:00 PM.

At the start of the meeting, President Confair recognized Gloria Greevy for her dedication and years of service. Greevy was presented with roses and a plaque and was received with an impactful narrative of her experience while on the board. Greevy will transition to emerita status.

Employee Spotlight: Wendy Durant, the Technical and Digital Services Professional, has been working at the library since 2024. It was recognized that she leads digital selections on Overdrive.

Minutes: Confer motioned to approve the April 2026 minutes. Mirabito seconded the motion. All in favor. Motion carried.

Committee Reports:

- None

Treasurer's Report - CFO/COO - Kristin Caringi

Highlights:

- Kristin Caringi presented the April 2026 financial statements, including the subsets within the Capital Improvement Fund, including the Technology Center Fund.
- Caringi reported that we received the first County payment in the amount of \$183,181.00.
- Murphy motioned to file the Treasurer's report for audit. Slaughter seconded the motion. All in favor. Motion carried.

Chief Executive Officer & Director's Report - Amy Resh

Highlights:

- Amy Resh presented the May Chief Executive Officer & Director's report.
- Boots & Brews will occur on July 23, 2026, at Herman & Luthers. Confirmed sponsorships of \$7,500.00.
- The Library Gala will occur on September 10, 2026, at the Williamsport Country Club. Resh recognized the dedication of the Friends of James V. Brown Library for covering the costs of the author, Bruce Holsinger. The save-the-dates have been mailed out.
- The Summer Learning sponsorship was successful, with \$29,175.00 in corporate sponsorships from M&T Charitable Foundation, PNC Foundation, EQT Corporation, Seneca Resources, Wegmans, and Marshall Parker & Weber, LLC.
- Resh recognized Lycoming College for the donation of mulch for landscaping at the library.
- A conversation occurred regarding legislation related to passport services.
- Resh recognized Doug Harkness for his efforts in installing the internet equipment.
- The City of Williamsport issued a letter to FCFP on behalf of the James V. Brown Library explaining the delay in installing the bilingual Book Walk at Young's Woods Park. Project to be completed in late summer, 2026.

Summer Learning Presentation - Nicole Rader

Highlights:

- Nicole Rader presented the Summer Learning Program revolving around the "Unearth a Story" theme. The kick-off was announced for June 13, 2026, from 10:00 AM-1:00 PM. Local organizations and individuals will be assisting by showcasing their services. The finale will take place on August 8, 2026, at 10:00 AM with a presentation by paleontologists, Mike and Roberta Straka.
- Passports were printed by Labels By Pulizzi, enabling individuals to participate in library activities. Mirabito commended the staff on their design and inventiveness.
- Rader's proposal was selected for presentation at the October Pennsylvania Library Association Conference.
- Mirabito recommended that Board members attend the next Lycoming County Commissioners Meeting to keep them informed about the organizations and companies involved in Summer Learning.

Old Business

- Summer Board Meetings
 - Mirabito motioned to hold a meeting in June, cancel July, and hold a meeting in August. Slaughter seconded the motion. All in favor. Motion carried.

New Business

- Advocacy Sheet
 - Resh presented a board advocacy one-pager, which was created at the request of the Lycoming County Library System. It was explained that each library will have these one-pagers and will roll up information to a System-level impact.

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

- Successful book sale at Christ Episcopal Church. Earned around \$5,000.00. Acquired around twenty (20) new members.
- The Friends of the James V. Brown Library congratulated the staff of the James V. Brown Library for the Volunteer Appreciation event, which had ~60 attendees.
- Sips & Stories, which was supported by the Friends of the Library, was a great success. Thanks and praise to the library staff.
- Approved \$20,000.00 contribution towards Hoopla for first and second quarter gifts to support Library service.
- Volunteers will be provided for the Summer Learning Kick-Off on June 13, 2026.
- The next Board Meeting will take place on June 2, 2026.

Announcements:

- Andrew Henley was introduced as the new Assistant Director of the James V. Brown Library.

Motion was made to adjourn by Mirabito for an Executive Session. Seconded by Murphy. All in favor. Motion carried.

The Executive Session adjourned, and the Board of Trustees reconvened.

Confair suggested that the Board will need to select a replacement for Greevy. Murphy recommended that we seek out a new lifelong member from the community. Mirabito agreed with this approach. Confair suggested that we utilize this within a press release about Greevy's elevation to Trustee Emerita.

Motion was made to adjourn by Murphy. Seconded by Mirabito. Motion carried.

Minutes respectfully submitted by Andrew Henley.



JAMES V. BROWN LIBRARY

**Cash & Investments Report
May 31, 2026**

Cash & Restricted Funds

General Fund	\$521,425
Savings	\$270,318
Payroll	\$3,452
CIF-General Fund	\$51,462
CIF-Vehicle Replacement Fund	\$74,563
CIF-Adult Bookmobile Fund	\$66,440
CIF-Outreach Vehicle Fund	\$19,852
CIF-Technology Center Fund	\$83,656
EITC Fund	\$635
Grant Fund	<u>\$21,882</u>
Total Cash & Restricted Funds	\$1,113,685

Investments & Trusts

Merrill Lynch Endowment	\$9,028,651
Wright Trust	\$928,788
Kane Trust	<u>\$368,281</u>
Total Investments & Trusts	\$10,325,720



JAMES V. BROWN LIBRARY

**General Fund
Budget vs. Actual
January - May 2026**

	<u>January - May 2026</u>	<u>2026 Budget</u>	<u>2026 Budget Variance</u>	<u>% of 2026 Budget</u>
Ordinary Income/Expense				
Income				
4100 · State Aid-District	262,816	\$525,632	(262,816)	50.0%
4120 · State Aid-LCLS	185,290	\$392,904	(207,614)	47.16%
4121 · County Coordination Aid-LCLS	197,986	\$197,986	-	100.0%
4220 · Local Revenue-School Districts	-	\$4,500	(4,500)	0.0%
4230 · Local Government Revenue - Other	-	\$1,500	(1,500)	0.0%
4240 · Local Government Revenue - County	183,181	\$525,110	(341,929)	34.88%
4300 · Interest Revenue	11,216	\$27,000	(15,784)	41.54%
4305 · Rebate Income	-	\$3,000	(3,000)	0.0%
4310 · Bequests (JVB)	56,414	\$0	56,414	100.0%
4400 · Self Generated Revenue	24,136	\$7,175	16,961	336.39%
4410 · Revenues from Fund Drives	85,987	\$173,800	(87,813)	49.48%
4420 · Direct Mail	12,466	\$27,000	(14,534)	46.17%
4450 · Contracted Services	750	\$3,000	(2,250)	25.0%
4500 · Contributions, Gifts & Donations	46,523	\$66,580	(20,057)	69.88%
4520 · Local Grants	103,714	\$20,534	83,180	505.08%
4540 · Fees	2,574	\$0	2,574	100.0%
4550 · Photocopies	4,306	\$7,500	(3,194)	57.41%
4560 · LCLS Admin Fee Income	5,000	\$12,000	(7,000)	41.67%
4567 · LCLS Delivery/Transit Fee	2,500	\$6,000	(3,500)	41.67%
4580 · Miscellaneous Revenues	217	\$3,825	(3,608)	5.68%
6000 · Transfers from Endowment Fund	208,495	\$460,084	(251,589)	45.32%
Total Income	<u>1,393,570</u>	<u>2,465,129</u>	<u>(1,071,559)</u>	<u>56.53%</u>
Gross Profit	1,393,570	2,465,129	(1,071,559)	56.53%
Expense				
5000 · Salaries & Wages - Library Pers	509,136	\$1,421,040	(911,904)	35.83%
50001 · Salary & Wage Reimbursement from LCLS	(50,960)	(\$132,489)	81,529	38.46%
5011 · Contra Salary & Wages Expense	-	(\$5,000)	5,000	0.0%
5100 · Unemployment Compensation Tax	3,986	\$3,750	236	106.29%
5110 · FICA Taxes ER (SS & Medicare)	37,660	\$108,710	(71,050)	34.64%
5150 · EE Benefits - Pension/ER Match	17,341	\$58,000	(40,659)	29.9%
5160 · EE Benefits - Insurance	39,318	\$125,125	(85,807)	31.42%
5170 · Worker's Compensation	2,013	\$4,300	(2,287)	46.82%
5200 · Books - Adult	30,086	\$86,750	(56,664)	34.68%



JAMES V. BROWN LIBRARY

**General Fund
Budget vs. Actual
January - May 2026**

	<u>January - May 2026</u>	<u>2026 Budget</u>	<u>2026 Budget Variance</u>	<u>% of 2026 Budget</u>
5201 · Reference - Adult	21,428	\$22,100	(672)	96.96%
5220 · Audio Materials - Adult	47,915	\$76,254	(28,339)	62.84%
5270 · Online Resources	28,714	\$53,385	(24,671)	53.79%
5280 · District Bibliographic Utilities OCLC	751	\$1,500	(749)	50.06%
5300 · Library Supplies & Collection	1,324	\$6,400	(5,076)	20.69%
5310 · Youth Services Expenses	13,004	\$50,039	(37,035)	25.99%
5320 · Furniture & Equipment Expense	-	\$7,200	(7,200)	0.0%
5330 · Office & Computer Supplies	2,913	\$14,750	(11,837)	19.75%
5340 · Technology Hardware	628	\$26,100	(25,472)	2.41%
5350 · Furniture & Equipment Rental	2,085	\$3,700	(1,615)	56.35%
5360 · Maintenance of Equipment	-	\$900	(900)	0.0%
5380 · Computer Software	2,903	\$5,400	(2,497)	53.75%
5400 · Training	11,517	\$33,000	(21,483)	34.9%
5410 · Insurance	25,748	\$39,887	(14,139)	64.55%
5420 · Buildings and Grounds	26,990	\$65,730	(38,740)	41.06%
5430 · Utilities	40,531	\$90,210	(49,679)	44.93%
5440 · Postage & Freight	13,618	\$30,250	(16,632)	45.02%
5450 · Printing	2,119	\$5,850	(3,731)	36.22%
5452 · Grant-Expense Local	409	\$1,110	(701)	36.85%
5460 · Telephone & Other Telecommunications	2,993	\$9,125	(6,132)	32.8%
5470 · Public Awareness	4,682	\$11,500	(6,818)	40.71%
5480 · Travel	1,749	\$5,500	(3,751)	31.8%
5490 · Accounting	4,315	\$21,210	(16,895)	20.34%
5520 · Vehicle Repair & Maintenance	3,138	\$9,750	(6,612)	32.19%
5530 · Miscellaneous Operating Expense	15,121	\$35,205	(20,084)	42.95%
5540 · Contracted Services & Consulting	21,504	\$71,500	(49,996)	30.08%
5544 · Legal Fees	83	\$4,500	(4,418)	1.83%
5551 · Costs of Raising Money	23,842	\$52,400	(28,558)	45.5%
5570 · Gas	5,417	\$15,848	(10,431)	34.18%
5580 · Summer Learning	7,096	\$12,890	(5,794)	55.05%
6011 · Transfer to Capital Improvement	130,714	\$11,750	118,964	1,112.46%
6012 · Transfers to Endowment Fund	28,207	\$0	28,207	100.0%
Total Expense	1,080,037	2,465,129	(1,385,092)	43.81%
Net Ordinary Income	313,534	0	313,533	

CHIEF EXECUTIVE OFFICER & DIRECTOR'S REPORT

June 2026

Looking Ahead

Boots & Brews is on **Thursday, July 23**, at Herman and Luther's. **Tickets on sale now!**

Entertainment for the event this year will be The Heartstrings Band, the Hatchet House mobile axe-throwing, Pappy's Cigar Box, and Oreo, the mini horse. Confirmed sponsorships for a total of \$9,500: West Pharmaceuticals, Pneu-Dart, Intrada Technologies, EQT, and C&N Bank. Thank you to our generous sponsors.

The **Library Gala** is on **Thursday, September 10**, at the Williamsport Country Club with in-person author Bruce Holsinger. Save-the-dates for the event were mailed mid-May, and invitations are set to be mailed at the end of June. The committee is actively working on sponsor and auction item solicitations for the event.

Public Service Staff and Technical Services are partnering on a new project to inventory all collections before the Integrated Library System software migration in 2027- the first collection will be Adult Fiction over the course of the summer months.

The Quilt raffle has begun, and **tickets are available at the Help Desk**. Get yours today! The drawing will take place on July 13th.

The District fiscal year ends on June 30, 2026. The new District Negotiated Agreement for 2026-2027 has been approved by all 40-member libraries and the Office of Commonwealth Libraries.

Personnel & HR

Interviews for the summer Public Service support position are ongoing.

Facilities & Fleet

The facilities staff completed 54 work orders in May. Helminiak's Greenhouse & Landscaping once again donated the flowers and filled the hay racks for the Fourth Street side of the building. The stair treads were replaced due to wear and tear in the second- and third-floor stairwells and the balcony stairwell on the vintage side of the building.

Organizational

Amy Resh attended the LCLS Directors' Meeting on May 28. Resh attended the Office of Commonwealth Libraries Statewide Gathering in Altoona on May 29. Sessions included a review of the Statutory Funding Formula, proposed changes to the Regulations (PA Code 22), and a review of the Future Role of Public Libraries in Pennsylvania study conducted in 2025. She also attended the County Commissioner's meeting on June 4 to give an update on January – May 2026 services and highlight Summer Learning 2026.

Savannah Lorson and Resh attended the Gala Committee meeting and the Friends of the James V. Brown Library Board Meeting on June 2.

Public Services & Local History

In addition to providing typical Library services, Public Service staff worked on a variety of projects, including shifting and shelf reading Large Type, Adult Fiction and Nonfiction, DVDs, YA, Teen, and Children's materials. Staff completed an inventory of the 610 Adult Nonfiction collection, maintained hotspots, processed damaged and long-overdue items, updated bestseller lists, and continued regular shelving, holds, book drop, transit, and display maintenance across departments.

Staff actively supported patrons with computer questions, printing, email, Libby, Hoopla, Power Library, newspaper archives, meeting rooms, holds, and locating materials throughout the building. Displays remained a focus this month, with staff refreshing Adult, Youth Services, DVD, and nonfiction displays, adding "take me home" and "check me out" tags, and discussing new display opportunities on the third floor. Professional and administrative work included Spanish proficiency testing, collection development recommendations, staff picks, revenue-building ideas, schedule planning, and a values-based damaged-item worksheet to guide future procedures. Local history work continued with vault withdrawals, coordination with the Taber Museum, yearbook inventory, and the donation of withdrawn city directories to the Friends of the Library.

Collection, IT & Technical Services

Doug Harkness has completed 37 work orders since the May Board meeting. Harkness continues to research solutions to update all website PDFs for ADA compliance.

Wendy Durant loaded 36 bibliographic vendor record files with a total of 395 records and did copy cataloging for 37 items. She added item records into Polaris and physically processed 233 items: 92 books, 30 magazines, 2 Wonderbooks, 7 local high school yearbooks, and 102 audio/visual items. In addition, she repaired 8 damaged items and ordered 61 new audio/visual items and 13 new digital items. Durant expanded the video game collection to include Switch 2 games. Patti Eichensehr added item records into Polaris and physically processed 317 items: 286 books, 8 magazines, 14 video games, and 9 Wonderbooks. She also repaired 33 damaged items.

Chris Harris processed 108 interlibrary loan requests (borrowing 52 and lending 56 items), processed and shipped 103 items, and returned 71 items. Harris updated the Books by Mail webpage with new instructions and forms, improving the patron registration and request experience.

Marci Hubler continues her collection assessments, currently focusing on the technology section. Hubler added an adult literacy collection consisting of 22 books.

Programming & Youth Services

In May, the programming department facilitated 52 program sessions. Seven of those sessions were Remake Learning Events. Remake Learning ran from May 1st through May 23rd; the Library collaborated with BLAST IU17 and the Lycoming County Library System. The Library received a \$500 mini-grant from Remake Learning.

Before the end of the school year, Nicole Rader and Sheila Howarth presented at Jackson Elementary to promote Summer Learning. Rader also visited Saint John Neumann's after-school program four times this past spring. Rader will be visiting Hepburn-Lycoming's Summer Camp four times this summer to provide information on library services, provide an activity, and read aloud.

Summer Learning Kickoff: Saturday, June 13, from 10:00 a.m. to 1:00 p.m. This year's theme, "Unearth a Story," will feature dinosaurs, archaeology, and related activities. The Programming Department will host a variety of programs for all ages throughout the eight-week event.

To celebrate America250, the Library is hosting John Maietta as he presents "What so proudly we hail," the story of the Star-Spangled Banner, on Saturday, June 20. We have a great selection of programs for adults this summer, including but not limited to: Beginner's DNA with the Lycoming County Genealogical Society, Fraud Prevention with the State Police and M&T Bank, Walking for Fitness at local parks, and a Homeownership program with M&T Bank.

Development, Marketing, & Public Relations

Sips & Stories Free Family Fun Day occurred on Saturday, May 16, at New Trail Brewing. We had over 800 people in attendance, and got overwhelmingly positive feedback from many attendees. We received \$522 from New Trail Brewing as a donation for the \$1-per-pint poured during the event.

The Summer Learning sponsorship appeal wrapped up with a total of \$30,905, up from \$26,271 in 2025. Corporate sponsorships include M&T Charitable Foundation, PNC Foundation, EQT Corporation, Seneca Resources, Wegmans, Marshall Parker & Weber LLC, Journey Bank, Blaise Alexander Management, Member's 1st Credit Union, and Sander's Mortuary.

Lorson submitted a Letter of Intent to the Appalachian Regional Commission's (ARC) POWER Initiative Grant for the Technology Center project, and has received an invitation from ARC to submit a full application based on the proposal. The full application will be submitted no later than July 8, 2026.

Social media update:

- Facebook - 6,809 followers; interactions are up 28% from the previous month
- Instagram - 1,827 followers; interactions are up 23% from the previous month
- YouTube - 322 followers
- LinkedIn - 440 followers



JAMES V. BROWN LIBRARY



42,189 in-person visits
2025 Total:
46,403



134,534 virtual visits
2025 Total:
123,029



27,631 electronic checkouts
2025 Total:
16,268



43,415 Wi-Fi uses
2025 Total:
37,994



105,683 physical checkouts
2025 Total:
117,676



15,592 items checked out on outreach vehicles and Link
2025 Total:
20,663



81 volunteers gave 327 hours of time valued at \$11,376.33
* Per <https://rb.gy/6v5er4> at the rate of \$34.79/hour



\$1,935,583.80 saved by using the Library, or \$23.45 per person
*based on 82,529 service area residents



152 programs for children and adults attended by 2,986 people



432 new library cards
TYD 2026: 588
Total: 37,853*
*45% of residents



99 donors/orgs making their first gift, resulting in \$79,005.81