

James V. Brown Board Meeting Minutes
Thursday, June 18th 2026 at 12:00 PM
In-Person and Zoom

Trustees Present: Brette Confair, President; Reverend Kyle D. Murphy, Vice-President; Rick Mirabito, Secretary; Marshall Welch III, Treasurer; Dr. Brooke Beiter; Dr. Timothy Bowers, John Confer

Trustees Absent: Mayor Derek Slaughter

Trustee Emeriti Absent: Thomas Burkholder, Trisha Gibbons Marty, Gloria Z. Greevy

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; Andrew Henley, Assistant Director; Savannah Lorson, Development, Marketing and Public Relations Director; Allison Panczyszyn, Executive Assistant to the CEO

The meeting was called to order by Confair at 12:02 PM

Employee Spotlight: Jamie Mahoney was recognized for her contributions not only to the James V. Brown Library but also the North Central Library District, over the last six years.

Minutes: Murphy motioned to approve the May 2026 minutes, with a slight correction. Mirabito seconded the motion. All in favor. Motion carried.

Committee Reports:

- Facilities Committee
 - Larson Design has completed 50% of the drawing for the Technology Center project. Once the designs are complete, Resh will update the Facilities Committee.
- Nominating Committee
 - Mirabito presented a draft of a Trustee job description for the Board to review from a continuing education opportunity the North Central Library District hosted on June 10. Suggestions for edits were made by several Trustees, with the most notable being an amendment about annual giving requirements for Trustees.
- A proposal for a new, informal committee was presented by Confer and Mirabito. The purpose of this System-wide committee would be to develop the most effective way to approach the County Commissioners with future concerns. Confair agreed Confer should lead this committee.

Treasurer's Report - CFO/COO - Kristin Caringi

Highlights:

- Welsh noted that the total investments have now hit over ten million dollars, and commended the achievement

- Murphy motioned to approve the Treasurer's Report. Mirabito seconded the motion. All approved. Motion carried.

Chief Executive Officer & Director's Report - Amy Resh

Highlights:

- Public Services and Technical Services will partner to complete a full inventory of the James V. Brown Library's collection. This was prompted by the Lycoming County Library System Board approving a switch to SPARK for the System's integrated library software.
- The Summer Learning Kickoff was a success, with over 400 passports being given away in the first week alone. There will also be a variety of special programs to celebrate America's 250th anniversary.
- Upcoming events include Boots, Brews and BBQ on July 23rd, with \$9,500 in confirmed sponsorships, and the Annual Library Gala on September 10th, with \$10,300 so far in donations and sponsorships.

Old Business

- Plunketts Creek Township
 - A discussion was had about changing the services to the location at Plunketts Creek Township. Murphy reminded the Board that they already decided to change the services provided to the LINK to occur in December of 2026. It was discussed that a list of options was provided to Plunketts Creek Township Supervisors and no response was received. Resh agreed to acquire an ILS quote for Plunketts Creek Township.

New Business

- None

Lycoming County Library System Board of Trustees Report

- Confer reported that he will be on the newly created finance committee, which will focus on the funding formula for next year.

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

- During the most recent Friend of the Library Board meeting, it was decided that the July Board meeting will be cancelled, and the next meeting held on Tuesday, August 4th.

Announcements:

- None

Motion was made to adjourn by Confer at 1:12 PM. Seconded by Welch. All in favor. Motion carried.

An Executive Session followed the public meeting.

Minutes respectfully submitted by Allison Panczyszn.