

James V. Brown Board Meeting Minutes
Thursday, June 15th at 12:00 pm
In person and zoom

Present: Dana Brigandi, Kristin Caringi, Brette Confair, John Confer, Kate Shaw, Trisha Marty, Karen Confer, Rick Mirabito, Kyle Murphy, Gloria Greevy (zoom), Robin Degeratu, Nicole Rader, Dr Tim Bowers, Tom Burkholder (zoom), Mayor Derek Slaughter, Marshall Welch III (zoom)

Absent:

Guests: Amy Resh (zoom) Pat Crossley (zoom)

Meeting was called to order by President John Confer at 12:01p.m.

John mentioned that Bill Nichols had passed away. His services were this past Monday. Bill provided over 50 years of service to the library. He will be missed.

Minutes: Trisha made a motion to approve the May 2023 minutes. Seconded by Derek. All in favor. Motion carried.

CFO/COO Chief of Staff – Kristin

Financial Reports: Kristin reported the financials. The balance in the general fund as of May 31st was \$797,804.00. We paid for the wraps on the two new vehicles. We received \$3,500 EITC donation from C & N Bank. Total in the endowment fund as of April 30th is \$5,640,371.00. We received our second payment from the county for 2023. The budget will be reviewed with Amy and a revised budget will be presented to the board at the July meeting.

There were four new vendors - Springshare LLC, Evergreen Cleaning Co, Abby Sign Company LLC and E-Image Data Corp.

Derek made a motion to approve the financial report and vendor. Seconded by Trisha. All in favor. Motion carried.

Director's Report:

Human Resources, Facilities and Fleet Director – Karen

- Report was distributed to board in the packet.
- In addition to the report Karen added
 - Blaise Alexander had offered to purchase the old bookmobile for \$20,000.
 - Silvertip recommended that we purchase new wiring for the AC units in the Welch wing. When these were originally installed they were not protected. Wires are now cracked. They recommend that we get new wiring and put the wires in conduit.

Collections, Technical Services & IT Director – Kate

- Report was distributed to board in the packet.
- In addition to the report Kate noted –
 - Pine Creek reopened on June 3rd. They had two visitors. Kate plans to visit Sami and see what can be done to increase activity at that location or if we want to close that link.

Development, Marketing & Public Relations Director – Dana

- Report was distributed to board in the packet.
- In addition to the report Dana noted –
 - Fulton Bank will be a first-time supporter of the gala with a \$500 donation.
 - We have received \$2,800 in memory of Bill Nichols
 - Jersey Shore State Bank will be donating \$5,000 in EITC funds

Public Service, Local History & Reference Director – Robbin

- Report was distributed to board in the packet.
- In addition to the report Robbin noted –
 - She is working on redrafting prospective scheduling to bring JVB up to 65 hours a week. This will include 7 hours on Saturdays. Additional staffing will be needed. This will be reviewed with Amy when she arrives.

Programming and Children's Librarian Director – Nicole

- Report was distributed to board in the packet.
- In addition to the report Nicole noted –
 - Summer Learning Kick off was June 1st. We had 110 children and 70 adults attend the opening.
 - Forgotten Friend Reptile was here this past Friday. 130 participated in this program.

Acting Director – Kristin

- Kristin has been communicating with Amy and getting signature pages ready for the bank accounts, 403(b) and Merrill Lynch.
- The North Central Library District agreement was signed and sent to the state for approval. Corri Hines received the filing and it should be approved within the next couple of weeks.

Committee Reports:

- John asked for a motion to approve the sale of the old bookmobile. Kyle made motion to approve. Second by Derek. All approved. Motion carried.

Friends:

- No report

Good of the Order

- John thanked the ADM team for continuing to keep the library running smoothly in the absence of an Executive Director.
- Rick mentioned that the commissioners have ARPA funds that can be matched with Keystone grants. He encouraged the library to take advantage of these funds. They can be used for a variety of projects including increased ventilation systems.
- There will be no August meeting of the board.

Public meeting was adjourned at 12:30 pm by John Confer, followed by an executive session.

Next meeting: The next meeting is scheduled for July 20th at 12:00pm in person in the Lowry room.

Minutes recorded and respectfully submitted by Karen Confer.