

James V. Brown Board Meeting Minutes
August 20, 2026 at 12:00 PM
In-Person and Zoom

Trustees Present: Brette Confair, President; Reverend Kyle D. Murphy, Vice President; John Confer

Trustees Present Virtually: Marshall Welch III, Treasurer; Rick Mirabito, Secretary; Dr. Brooke Beiter; Mayor Derek Slaughter

Trustees Absent: Dr. Timothy Bowers

Trustee Emeriti Absent: Gloria Greevy; Trisha Gibbons Marty; Thomas Burkholder

Guests Present: Supervisor John Blair, Plunketts Creek Township; Patricia Johnson, Plunketts Creek Township; Annie Aumen, Plunketts Creek Township; Pat Crossley, Williamsport Sun Gazette

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 and Technical Services Director; Keith Bauer, Facilities Manager; Allison Panczyszyn, Executive Assistant to the CEO

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

Guest Patricia Johnson spoke about the Township's concerns with the changing of the service plan at the Barbours Link in Plunketts Creek Township. Confair & Murphy assured that the concerns were heard, and expressed that a meeting with the Township Supervisors was desired.

Employee Spotlight: Keith Bauer

- Bauer's exceptional work and knowledge was highlighted, as well as his love of problem solving in creative ways. Resh noted that she is grateful for all he does daily to keep the Library running.

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

Committee Reports:

- Finance Committee
 - The finance committee recommended the revised 2026 budget for approval by the Board. Mirabito motioned to approve the budget. Confer seconded. All in favor. Motion carried
- Community Approach Committee
 - The committee met to discuss different ways to interact with the County Commissioners, to make sure libraries were seen in a favorable light, and to see about the potential of reinstating funding
 - Confer mentioned that this committee was discussed at the Lycoming County Library System Board meeting on August 11, during which Commissioner Mark

Mussina noted that Resh's presentations to the Commissioners were on point, and he was hopeful for level funding in 2027

- Personnel Committee
 - Confair reported that the committee meeting went well, with no significant points of discussion

Treasurer's Report - CFO/COO - Kristin Caringi

Highlights:

- In July the Library received its second Lycoming County Library System County Aid Payment
- All expenses are currently in line with the budget, with a special note to the salary line being on track for July

Chief Executive Officer & Director's Report - Amy Resh

Highlights:

- Resh noted that as of August 19, only four tickets were left for the Library's annual Gala on September 10. Resh also commended the hard work of the Gala Committee, as well as Savannah Lorson, the previous Marketing, Development and Public Relations Director.
- September is Library Card Sign Up month, with eight local businesses partnering with the Library to offer discounts and incentives to card holders. This partnership was created to incentivize citizens to not only sign up for a Library Card but to visit local businesses as well. Resh thanked Slaughter for the use of the billboard to promote the event.
- The District Aid payment is scheduled for the end of the month.
- Resh commended the programming staff for the successful completion of Summer Learning, with particular note given to Rader and Sheila Howarth for being selected to present at the Pennsylvania Library Association Conference this November
- Resh will begin to give more updates about the North Central Library District, noting that the District Center will now be governed by a committee, rather than a council, to better align with the Office of Commonwealth Libraries guidelines.

Old Business

- Lease Agreement with Junior League of Williamsport
 - Caringi reviewed the notes that were made to the lease prior to the Board meeting, adding a section about lease termination, and clearing up the section on trash removal
 - A discussion was held about the lease term length, with many feeling that three years may be too long. It was noted that with the newly added exit clause, the term length was no longer a concern
 - Murphy motioned to approve the Junior League lease with the following addition: in Section 4, a note will be added about yearly reviews, and the possibility of the rent increasing at that time. The tenant will be given sixty-days' notice of all reviews or changes. Confer seconded. All in favor. Motion carried.

New Business

- Technology Center Plans
 - Caringi highlighted the changes made to the Technology Center plans after meeting with Larson Design Group. Highlights include: three pillars being removed

for ADA compliance, four pillars remaining as they are, and an additional pillar and support beams being added.

- A discussion was held about the feasibility of removing three structural columns, as well as the cost of plans that were presented. It was decided to start a preliminary bidding process, to have a contractor review the design before moving forward

Lycoming County Library System Board of Trustees Report

- Confer attended the August 11 meeting, where he noted that the Montgomery Area Public Library deficiency plan was discussed.
 - Resh noted that the Montgomery Area Public Library is working to find an interim director, to stay in compliance with System and State requirements
- It was noted that the Service Area Policy was approved by the Lycoming County Library System Board of Trustees

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

- The Friends Board is pursuing a partnership with AmeriCorps Seniors for new volunteers.
- A James V. Brown Library Trustee will now be a part of the finance committee and 2027 budget plans
- A Fall Book Sale will be hosted from September 17 through September 19

Announcements:

- Confer inquired about the progress of appointing a new Trustee. The nominating committee will meet in September, where they will discuss the applications that were received. Resh will email the Trustees the applications.

Motion was made to adjourn by Murphy. Seconded by Confer. All in favor. Motion carried.

The meeting concluded at 1:25 PM

Minutes respectfully submitted by Allison Panczyszyn.