

Lycoming County Library System Board Minutes
12:00pm Tuesday December 20, 2022
In-person and via zoom at James V Brown Library

Present: Barbara McGary, Kristin Caringi, Ben Brigandi, John Confer, Rick Mirabito, Diane Eck, Diane Schneck, Tricia Shipman(zoom), Larry Stout, Kate Shaw, Dana Brigandi, Robbin Degeratu, Doug Harkness, Karen Confer

Absent: Christie Foresman, Rosemary Holmes

Call to Order: Diane Eck called the meeting to order at 12:05pm.

Consent Agenda: Barbara requested that the board go back to approving items individually in place of a consent agenda since there are new members on the board.

Secretary report: John made a motion to accept the minutes from the October meeting. Second by Rick. All approved.

Financial report: Kristin presented the financial reports. The cash balance at the end of November was \$268,397.00. We received the McInroy-Sheffer People Trust in the amount of \$2,500. The ARP(American Rescue Plan) books for the member libraries have arrived. The 2023 budget will be presented at the February 2023 meeting.

Diane S made a motion to accept the financial reports. Seconded by John. All approved.

System Administrator report: Barbara

- Larry will be retiring as President of the Montgomery board; however, he will continue to serve on the Montgomery board as well as the LCLS board.
- Dona Price will be retiring from the Pine Creek link. She will be replaced by Alex Warcholak. Alex is looking forward to offering additional programming through out the year as well as summer learning programs
- LCLS is earmarked for an increase of 5% in county aid for 2023. The Commissioners will vote on the budget next week.
- Barbara handed out information and recommendations from the Equity Academy that she has attended for the past year. This included the “why” and take-aways from the class. The take-aways include (1) continuing to evaluate (2) serving to promote the community (3) connecting with the communities diverse population.
- She also attended a first amendment class in 2022 which was very educational.
- Barbara thanked the board for changing the meeting dates in 2022 so that she could attend these trainings. The board will go back to meeting the second Tuesday of the month for 2023.

Marketing report: Dana

Dana shared the LCLS marketing report which included year to date statistics. The board viewed the James V Brown annual review video. She asked the board if they would be interested in doing a video for the system libraries in 2023.

ILS system: Robbin and Kate demonstrated the new ILS system called SPARK. This would potentially replace Polaris. It has many features, is user friendly and about ½ the cost that we are currently paying for Polaris. It would take about one year to total migrate to a new system. They will have more information and a recommendation in the future.

IT Update: Doug spent most of the month getting the Konkle Library back up and running. Installing new WIFI hotspots, coordinating with Verizon and Comcast to move services, setting up the security system and installing printers.

The board voted to increase Doug’s salary to \$59,000. Rick made the motion. Second by Larry. All in favor. Approved.

Member Library Updates:

- **Montgomery** – Larry reported that they are in the process of looking for a new director. They have hired an additional public service assistant. She is bringing lots of new ideas to the library. The budget for 2023 has been completed.
- **Konkle** – Rosemary -no report
- **Muncy** – Diane S reported that they held several Christmas programs. They will be working on STEM crafts in January. Budget has been completed and raises have been approved for 2023.
- **Hughesville** – Christie – no report
- **Jersey Shore** – Diane E reported they are continuing to have in-house book sales. The last one raised \$3,500. The next ones will be in March. They are having property issues. Water damage in the basement and the furnace has been malfunctioning. Their endowment letters will be going out shortly.
- **James V Brown** – John reported that the bookmobiles from LDV are running behind schedule, but we hope to have a new bookmobile in the spring. The adult restroom in the computer area has been remodeled. JVB in in the middle of their annual campaign.
- **Commissioner Mirabito** – Rick – no report.

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- Barbara discussed having a Strategic Planning committee in 2023. This would be composed of 3-5 people from each library. It will include a trustee, the director and one staff member from each library. The Admin team from JVB will also be included.

Upcoming meeting dates and locations: 12:00pm on February 14th in the Lowry room and James V Brown.

Diane adjourned the meeting at 1:10pm

Respectfully submitted by Karen Confer