

Lycoming County Library System Board Minutes  
12:00pm Tuesday April 11, 2023  
In-person and via zoom at James V Brown Library

**Present:** Kristin Caringi, Ben Brigandi, John Confer, Diane Eck, Diane Schneck (zoom), Tricia Shipman(zoom), Larry Stout, Kate Shaw, Dana Brigandi, Robbin Degeratu, Karen Confer, Christie Foresman, Dennis Correll (zoom)

**Absent:** Rosemary Holmes, Rick Mirabito, Doug Harkness

**Call to Order:** Diane Eck called the meeting to order at 12:00pm.

**Secretary report:** There were no minutes to approve. February meeting had been cancelled.

**Financial report:** Kristin presented the financial reports. The cash balance at the end of November was \$272,727.00. The audit has been delayed due to staffing issue at Baker-Tilly. We are received 4% interest on our account from JSSB. The 2023 budget will be presented at the February 2023 meeting.

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

John announced to the board the Barbara had resigned as Executive Director of the library and as the system administrator. Karen shared Barbara's resignation letter with the board.

**Budget** - The 2023 budget was not presented in February due to no meeting. Kristin reviewed the 2023 LCLS budget. We received an increase in Lycoming County Aid. The State and County aid payments were distributed to the LCLS libraries. The budget shows an increase in hardware. This is for the new door counters for each of the LCLS libraries. Meals have also been put back into the budget now that we are meeting in person.

Ben made a motion to accept the 2023 budget. Seconded by Larry. All approved

**Marketing report: Dana**

- Best practices are to have two admins on all social media accounts. Dana is currently listed as an admin on all the LCLS Facebook pages except Hughesville. If anyone needs any changes to content of their pages please let Dana know and she can do them for you.
- Jamie Mahoney, graphic artist is presenting a free marketing and branding program on Wednesday April 12<sup>th</sup>. It will also be presented virtually for those that do not want to attend in person.
- If any library needs to update their profile at Guidestar.org please let Dana know. She can assist with this.
- May 9<sup>th</sup>, Dana will be presenting "Public Library Fundraising Made Easy" at the West Branch Chapter of the PaLA.
- Marie Benedict will be the featured author for the 2023 Gala. This will be on October 12<sup>th</sup> at the CAC.

**IT Update:** Doug continues to help out at each of the libraries. Please contact him if you need anything. If Doug is out of the office and you need something immediately please contact Kate. Doug is in the process of creating tech guides for each of the libraries that will give each library some on-site tech help.

**Educational Component – Kate**

Kate reviewed two new programs which are paid for out of county coordination funds.

- Ancestry program. This program can be used IN house on any device as long as it is hooked up to each libraries WiFi. This is a limited edition of Ancestry.
- NovelList program. This is a new readers advisory program that hooks directly with our catalog. Patrons and staff can search for reads in many different areas including: similar books, authors, subjects.

### Member Library Updates:

- **James V Brown** – John reported that the bookmobiles from LDV are scheduled to arrive this week. He thanked the admin staff at JVB for all of their efforts in keeping things moving at the library while we are in transition. He invited the LCLS Board to go to Rep Jamie Flick’s open house on Thursday April 20<sup>th</sup> from 306. This will be in the Water Tower Square building.
- **Montgomery** – Larry reported that they have a new director, Amber Adams. The staff is working on team building. There is a new President of the Montgomery board. Larry will continue to serve as Vice-President.
- **Hughesville** – Christie – Their current director Molly Nesselrodt has moved to Vermont. Tuesday Mundorff is filling in as co-director along with Kathy Butler. They will be interviewing for a new permanent director. Programs continue to be offered including adult book club, sketch club and STEAM club. The library has partnered on a grant with the Williamsport Symphony to offer a concert at the fairgrounds on June 3<sup>rd</sup> as part of Summer Learning.
- **Muncy** – Diane S – They will be replacing Tuesday Mundorff at their location. She is taking a full-time position with another company. Muncy has been giving packets to Muncy Place each month. The annual appeal has been sent out and they have already reached their goal. They will be collaborating with Hughesville and Montgomery on some Summer Learning programs.
- **Konkle** – Rosemary –(Dennis) – They are having their grand reopening this weekend. Ribbon cutting is at 1:00 on Friday. Donor reception at 6:00pm and then open house is on Saturday from 9 to 2.
- **Jersey Shore** – Diane E – They have partnered with the Historical Society and PA Power Library to digitize historical photos. The townships around the Jersey Shore Library have been sending in donations. The continue to have their small book sales. The last one netted \$2,500. The Page Turner program is continuing. A local girl scout is working on her gold award called “Operation hotspot”. April 23<sup>rd</sup> is National Library Week. Summer Learning and annual appeal mailing are going out.
- **Commissioner Mirabito** – Rick – no report.

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**Upcoming meeting dates and locations:** 12:00pm on June 13<sup>th</sup> in the Lowry room at James V Brown.

Diane adjourned the meeting at 12:51pm

*Respectfully submitted by Karen Confer*