

## Lycoming County Library System Board Meeting

October 14, 2025, at noon

In-person at the James V. Brown Library, 19 East Fourth Street, Williamsport, PA 17701, and virtually via Zoom

**Trustees Present:** Diane Eck, President; Christie Foresman, Vice President; Larry Stout Treasurer; Ben Brigandi, Secretary; John Confer, Dennis Correll, Commissioner Mark Mussina, Diane Schneck

**Trustees Absent:** Patricia Shipman

**System Staff Present:** Amy Resh, System Administrator; Kristin Caringi, Chief Financial Officer; Nina Riggle, Executive Assistant

**Guests:** Robbin Degeratu, James V. Brown Library; Penny Johnson, Hughesville Area Public Library

**Virtual Guests:** Amber Adams, Muncy Public Library; Charlene Brungard, Jersey Shore Public Library; Canda Fogarty, Dr. W.B. Konkle Memorial Library; Margaret Mathis, Montgomery Area Public Library

**Call to Order:** Diane Eck called the meeting to order at 12:01 PM.

### Public Comment:

- None

### Correspondence:

- None

**Review of Minutes:** Diane Eck suggested one correction to August minutes. Larry Stout made a motion to approve the August minutes with the correction. Christie Foresman seconded the motion. All approved. Motion carried.

### Financial Report:

 Kristin Caringi

#### Highlights:

- The fourth quarterly aid payment will be distributed after the County payment is received.
- Expenses are on track for 2025.
- The cash balance as of September 30, 2025, was \$343,274.91.
- John Confer motioned to accept the Financial Report. Diane Schneck seconded the motion. All approved. Motion carried.

### System Administrator's Report:

 Amy Resh

#### Highlights:

- Amy Resh, Kristin Caringi, Robbin Degeratu, and Savannah Lorson attend the Lycoming County Commissioners' meeting on September 18<sup>th</sup>. The Quarterly Review brochure was shared with those in attendance.
- The 2024 Lycoming County Library System 990 will be emailed to board members for review and approval once it is received from Baker Tilly.
- Member library directors have been asked to look ahead for the best dates for the 2026 meeting schedule.
- Resh will submit the System's plan for state aid using the current year's numbers.
- Nicole Rader coordinated and facilitated a Taco Storytime program at each of the member libraries.
- A survey is being sent to member library directors to gather feedback on the 2025 Quarterly Shared Events to collect ideas for 2026 program planning.
- Doug Harkness continues to work with Comcast to ensure digital connectivity. Member libraries should use the tech work order to submit issues with Comcast.
- Marci Hubler has completed a data cleanup in Polaris for item records and inactive staff user IDs, as well as original cataloging for 30 items.
- Savannah Lorson sent out a monthly e-newsletter for all LCLS new cardholders.
- Lorson has submitted all requirements for the Story Walk grant from First Community Foundation Partnership.

- Lorson is also creating LCLS advocacy social media content for the "Your Voice" campaign. Member libraries are encouraged to repost and share this information on their library's social media page.
- A discussion followed about the goals of the Lycoming County Library System's Facebook page and public relations efforts.
- A question was raised regarding deceased patrons. Member library directors are currently reviewing a draft procedure for handling deceased patrons in Polaris, including appropriate methods for reaching out about materials.
- Dennis Correll motioned to accept the System Administrator's Report. Christie Foresman seconded the motion. All in favor. Motion carried.

#### **Committee reports:**

- Finance Committee
  - There was an edit made to the committee meeting minutes.
  - The next Finance Committee meeting will be held on October 28<sup>th</sup> at 11am in the Lowry Room at the James V. Brown Library.

#### **Old Business:**

- None

#### **New Business:**

- None

#### **Announcements:**

- Dr. W.B. Konkle Memorial Library has hired a new part-time assistant director.
  - Distant relatives of Dr. W.B. Konkle attended a recent book sale and will be sharing some of his correspondence with the Library.
  - The Library recently found a book of poetry owned by Dr. W.B. Konkle.
- Muncy Public Library hired a new library director, Amber Adams.
  - They will be hosting three first-grade classes, issuing the students library cards and a Welcome bag.
  - The Library participated in Indianfest and is preparing for a fall harvest party.
- James V. Brown Library recently hosted its annual Library Gala. It was a successful event.
- Montgomery Area Public Library hired a new library director, Margaret Mathis. Mathis is also the vice president of the Montgomery Borough Council.
  - There are many successful programs ongoing.
- Hughesville Area Public Library is hosting a teen science café program that will help teens develop their leadership skills.
  - The Library's annual appeal will be sent out this month.
  - They will be planning to host a Bingo fundraiser in February.
- Jersey Shore Public Library is gearing up for the celebration of its 75<sup>th</sup> anniversary. They will be hosting a three-week celebration including an open house and culminating with a dinner on November 15<sup>th</sup> at the Gamble Farm Inn.
  - The air conditioner for the library will need repairs.
- County Commissioner Mark Mussina informed the System that the presentations are well-received by the Commissioners. Mussina is hopeful that the Library System will receive level funding for 2026.

Dennis Correll motioned to adjourn the meeting. Ben Brigandi seconded the motion.

The meeting was adjourned by Diane Eck at 1:10 PM.

LCLS Board Meeting dates in 2025: December 9<sup>th</sup> at noon at the James V. Brown Library.

*Respectfully submitted by Nina Riggle*