



Lycoming County Library System Board Meeting  
April 14, 2026, at noon  
In-person at the James V. Brown Library  
and virtually via Zoom

Call to Order

Public Comment

Correspondence

Review of February 10, 2026 minutes

Treasurer's Report

System Administrator's Report

- Tracy Carey, District Consultant, North Central Library District

Committee Reports

Old Business

- County Commissioner Transparency Article

New Business

- Revised State Aid Library Subsidy Applications

Announcements

Adjournment

Executive Session

## Lycoming County Library System Board Meeting

February 10, 2026, 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; Ben Brigandi, Secretary; Dennis Correll, Diane Schneck

**Trustees Absent:** John Confer, Commissioner Mark Mussina, Patricia Shipman

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

**Guests:** Mike Bender, Montgomery Area Public Library; Penny Johnson, Hughesville Area Public Library; Tom Zimmerman, Friends of the James V. Brown Library

**Virtual Guests:** Amber Adams, Muncy Public Library; Charlene Brungard, Jersey Shore Public Library; Brette Confair, James V. Brown Library; Canda Fogarty, Dr. W.B. Konkle Memorial Library

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

### Public Comment:

- None

### Correspondence:

- None

**Review of Minutes:** Dennis Correll motioned to approve the December minutes. Christie Foresman seconded the motion. All approved. Motion carried.

### Financial Report:

 Kristin Caringi

#### Highlights:

- Diane Schneck motioned to approve Baker Tilly as the audit firm. Christie Foresman seconded the motion. All approved. Motion carried.
- Notification was received from iSolved that there will be a 6.5% increase in payroll services, beginning March 1.
- State Aid and County Coordination Aid were received in January.
- Kristin Caringi presented the 2025 year-end and the January 2026 financial statements.
- Dennis Correll motioned to accept the Financial Report. Christie Foresman seconded the motion. All approved. Motion carried.

### System Administrator's Report:

 Amy Resh

#### Highlights:

- Amy Resh presented the January-February System Administrator's report.
- There will be three shared system-wide events in 2026.
  - The Hobbit at the Community Theater League
  - Paleontologists Mike and Roberta Straka, the Summer County Performer
  - Nicole Rader will visit all member libraries for a storytime in November
- Interlibrary Loan will reopen in a few weeks.
- 2025 Year in Review
  - Amy Resh presented the Year in Review.
- Ben Brigandi motioned to accept the System Administrator's Report. Diane Schneck seconded the motion. All in favor. Motion carried.

### Committee reports:

- Nominating Committee
  - Minutes were included in the board packet.
  - The slate of officers presented is as follows:
    - Ben Brigandi, President

- Christie Foresman, Vice President
- Dennis Correll, Treasurer
- Diane Schneck, Secretary
- Christie Foresman motioned to close nominations for president. Diane Schneck seconded the motion. All in favor. Motion carried. Ben Brigandi was voted president.
- Christie Foresman motioned to close nominations for vice president. Dennis Correll seconded the motion. All in favor. Motion carried. Christie Foresman was voted vice president.
- Christie Foresman motioned to close nominations for treasurer. Diane Schneck seconded the motion. All in favor. Motion carried. Dennis Correll was voted treasurer.
- Christie Foresman motioned to close nominations for secretary. Dennis Correll seconded the motion. All in favor. Motion carried. Diane Schneck was voted secretary.

Following the vote, Ben Brigandi presided over the remainder of the meeting.

**Old Business:**

- Revised Funding Formula
  - Amy Resh presented the revised funding formula.
  - There was a discussion about the revision.
  - Dennis Correll motioned to approve the revised funding formula. Christie Foresman seconded the motion. All in favor. Motion carried.

**New Business:**

- Outreach Report – Robbin Degeratu
  - Robbin Degeratu presented on outreach services, including data about all stops since 2024.
  - There was a discussion about outreach services in Lycoming County.

**Announcements:**

- Muncy Public Library is giving away cat shelters, hats, and scarves. Therapy dogs will be visiting. They are experiencing heating issues.
- Montgomery Area Public Library has a roof leak that will be repaired once the temperature is over forty degrees.
- Jersey Shore Public Library is exploring fundraising options. They have received funding from surrounding townships.
- Hughesville Area Public Library will be hosting its annual bingo fundraiser. The trout eggs have hatched, and they received a grant for their teen STEM café.
- James V. Brown Library will be hosting a comedy fundraiser, a program in partnership with the PA Game Commission, and a bilingual story time.

Dennis Correll motioned to adjourn the meeting. Christie Foresman seconded the motion. All in favor. Motion carried.

The meeting was adjourned by Ben Brigandi at 1:08 PM.

LCLS Board Meeting dates in 2026: April 14, June 9, August 11, October 20, & December 8 at noon at the James V. Brown Library.

*Respectfully submitted by Nina Riggle*

**General Fund  
Budget vs. Actual  
January - March 2026**



	<u>January - March 2026</u>	<u>2026 Budget</u>	<u>2026 Budget Variance</u>	<u>% of 2026 Budget</u>
<b>Income</b>				
4000 · County Coordination Aid Received	197,986	197,986	(0)	100.0%
4001 · County Coordination Aid Distributed-CONTRA	(197,986)	(197,986)	0	100.0%
4100 · State Aid Received	536,224	536,224	0	100.0%
4120 · State Aid- distributed CONTRA	(252,879)	(252,879)	-	100.0%
4200 · Local Govt Rev(LCLS County Aid)	-	1,000,000	(1,000,000)	0.0%
4220 · Local Govt Aid Distributed	-	(1,000,000)	1,000,000	0.0%
4300 · Interest Income	6,422	18,000	(11,578)	35.68%
4500 · Contributions, Gifts & Donations	-	2,500	(2,500)	0.0%
4530 · E Rate reimbursement	-	8,000	(8,000)	0.0%
<b>Total Income</b>	<u>289,767</u>	<u>311,845</u>	<u>(22,078)</u>	<u>92.92%</u>
<b>Gross Profit</b>	<u>289,767</u>	<u>311,845</u>	<u>(22,078)</u>	<u>92.92%</u>
<b>Expense</b>				
5000 · Administrative Fees	3,000	12,000	(9,000)	25.0%
5006 · Delivery Expenses-Transit	1,500	6,000	(4,500)	25.0%
5010 · Salary & Wage Reimbursement to JVB	29,038	132,489	(103,451)	21.92%
5290 · Internet Connection Fees	2,300	13,170	(10,870)	17.46%
5295 · Postage	-	1,500	(1,500)	0.0%
5297 · Collections Expense	5,488	21,000	(15,512)	26.13%
5300 · Library Supplies & Collect Main	-	6,000	(6,000)	0.0%
5330 · Office & Computer Supplies	-	500	(500)	0.0%
5380 · Computer Software	74,288	74,841	(553)	99.26%
5390 · Hardware Costs	-	1,300	(1,300)	0.0%
5410 · Insurance	907	1,360	(453)	66.67%
5470 · Public Awareness	1,046	10,000	(8,954)	10.46%
5490 · Accounting	-	6,510	(6,510)	0.0%
5530 · Miscellaneous Operating	4,390	20,175	(15,785)	21.76%
5580 · Summer Learning	1,000	5,000	(4,000)	20.0%
<b>Total Expense</b>	<u>122,957</u>	<u>311,845</u>	<u>(188,888)</u>	<u>39.43%</u>
<b>Net Income</b>	<u><u>166,810</u></u>	<u><u>-</u></u>	<u><u>166,810</u></u>	

LCLS General Fund Cash Balance-3/31/26

**\$324,092.96**

**SYSTEM ADMINISTRATOR'S REPORT****March – April 2026****Administrative**

Amy Resh reviewed all member library Annual Reports and sent the letters and tables for compliance with 2025 standards. Based on current information, five of the six-member libraries are meeting the standards for Excellence Aid, as required by the Lycoming County Library System Participation Agreement.

Resh attended two Office of Commonwealth Libraries presentations: one on March 10 regarding changes to the State Aid Library Subsidy Application and one on March 11 on the Statutory Funding Formula. She also attended the County Commissioner's meeting on March 12 to answer any questions regarding the submitted request for County Library Aid funds. Resh attended the Directors' Meeting on March 24 and then met with the SPARK ILS (Integrated Library System/Software) team regarding a possible transition in 2027.

Resh received proposals for assessment from the Ivy Group and ReThinking Libraries, LLC, regarding a system-wide study as requested by the Board at the December meeting. Savannah Lorson attended the All One Foundation grant workshop to learn about potential grant funds for this System-wide project. The grant application is due April 30.

Resh is in the beginning stages of drafting a System-wide policy for members seeking to expand or reduce service areas, as required by the Governor's Advisory Council's Guidelines for Libraries Seeking to Expand or Reduce Service Areas.

Resh, Caringi, and Lorson attended a grant meeting to learn about potential grant funds for the System. Opportunities for local, state, and national grants were forwarded to all member library directors.

Resh completed the review of the LCLSPA.org website in keeping with the Americans with Disabilities Act (ADA) Web Content Accessibility Guidelines (WCAG) 2.1 Level AA standards, as required for entities serving over 50,000 residents by April 24, 2026. Intrata, our website support provider, is reviewing the necessary edits to implement them before the due date.

**Delivery and Fleet**

In February and March, 13,188 items were delivered between member libraries.

Robbin Degeratu's last day as Deputy System Administrator overseeing Outreach Services was in late February; Kristin Caringi has been overseeing Outreach during this transitional time. Andrew Henley has accepted the vacated position and will start in mid-April. Andrew Brum's last day as Adult Outreach Professional was in mid-March. The job posting has been active since he gave notice, and the two strongest candidates have been contacted for first-round interviews for mid-April.

An offer has been made to a candidate for the Youth Outreach Professional position.

## **Programming and Youth Services**

Remake Learning events begin May 1. Each library is hosting at least one event and has received a mini-award from BLaST IU to support these events. The first LCLS shared event of 2026 is on Sunday, May 3, at the Community Theatre League for *The Hobbit*. LCLS received a mini-award to cover half the cost of this event.

Nicole Rader sent all LCLS directors' information regarding the Sun-Gazette Summer Learning Tab, including the May 1 deadline.

Rader also shared the County's Summer Learning Performers' dates and times:

- June 17th - 11:00 am at Muncy Public Library
- June 17<sup>th</sup> - 2:00 pm at Montgomery Area Public Library (Park Location)
- July 7th - 11:00 am at Hughesville Public Library
- July 7th - 2:00 pm at Dr. W.B. Konkle Memorial Library
- August 8th - 10:00 am at James V. Brown Library
- August 8th - 1:00 pm at Jersey Shore Public Library

## **Technology**

Doug Harkness completed 22 Work Orders for LCLS since the last meeting.

Harkness will upgrade the Reboot/Restore software on public computers across the System. Reboot/Restore is the software that clears the public computers between users. This will require approximately a day in person at each location. He will contact the library directors to schedule dates and times for the upgrade. The technology visit with each director to discuss any upcoming technology needs, technology lifecycle budgeting, and/or replacements is being scheduled.

## **Technical Services**

Wendy Durant loaded 66 vendor files into Polaris containing 966 bibliographic records, performed copy cataloging for 624 items, added item records for 469 items, and physically processed 3 items. In addition, she added 65 new digital items to the collection. Patti Eichensehr added item records to Polaris for 1,633 items and physically processed 584 items. Chris Harris processed 119 Interlibrary loan requests; received and processed 105 items; and returned 16 items.

Marci Hubler created 24 original bibliographic records in Polaris: 11 for MAPL, 7 for MPL, 1 for KML, and 5 for Outreach. She trained the new Interlibrary Loan Specialist and has created individual Polaris user IDs for use beginning the first week of April. In keeping with best practices, Hubler is working on a Polaris data cleanup project, including a purge of withdrawn item records.

## **Marketing, Development & Public Relations**

Savannah Lorson continues to send out a monthly e-newsletter for all LCLS new cardholders at the end of each month, as well as a bi-monthly newsletter update for those who opt in. The March/April newsletter featured the Remake Learning Day programs taking place at all six-member libraries.

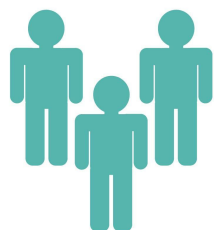
Social media update:

- Facebook – 219 followers since August 2024
- 11 posts in February | 7 posts and 1 reel in March
- 1,672 views in February | 1,863 views in March



# Marketing Report

Year-to-date January 1 – March 31, 2026



51,193  
in-person visits  
YTD 2025: 50,233



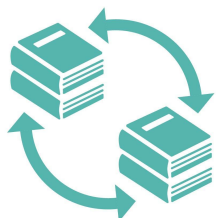
94,666  
web views  
YTD 2025:  
122,703



4,001 internal  
computer usage  
YTD 2025: 4,166



34,608  
Wi-Fi usage  
YTD 2025:  
39,567



131 items transferred  
through InterLibrary  
Loan (ILL) and 300  
items delivered to  
FCC Allenwood



105,676 physical  
checkouts  
YTD 2025: 116,465



17,856 eBook,  
e-audiobook, &  
magazine checkouts  
YTD 2025: 17,633



10,110 items checked  
out on outreach  
vehicles and Link\*  
YTD 2025: 14,939  
*\*100% of Lycoming County residents  
served by outreach vehicles*



615 new library  
cardholders  
for a total of  
56,690\* cards  
*\*49% of Lycoming County  
residents*



Residents saved over  
\$1,775,270.20 by using  
their local library in 2026,  
or \$15.37 per person\*  
*\*based on 114,188 county residents*

# WILLIAMSPORT SUN-GAZETTE

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## Lycoming County commissioners continue push for more detail on spending

In an ongoing effort to allow county residents to have the complete picture on how their tax dollars are being spent, the Lycoming County Commissioners have decided to be very specific where the monies are coming to pay for items requested on their weekly meeting agenda.

For example, a request for maintenance services from Lecce Electric to provide emergency call outs or any electrical issues at tower sites or the 911 Center, on an as needed basis, was approved. It also was noted that this was a budgeted item through operating expenses, reimbursable to the county through Title I funds.

“I’d like to comment that regarding our agenda...you’ll see we’ve always listed whether it’s a budgeted item or not. What we’ve done now is for transparency reasons,” said Commissioner Scott Metzger.



“What we’ve done is broken down even further to show exactly what part of the budget it’s coming out of. So we have that listed on the agenda. So you’ll see here that this is coming out of operating expenses, and we’ll list that and see go forward, you’ll see the different line items on the budget itself, where the monies are coming from,” Metzger added

“I also appreciate the changes that we’ve made here on the agenda items to show these expenses,” Commissioner Marc Sortman said.



He pointed out that it allows the taxpayers to see that not all of the money to pay for things comes from their property tax dollars.

“There’s all these other things that are being funded by state monies, grant monies, federal grant monies, but a lot of times, our residents and the taxpayers who are paying these bills don’t understand where those funds are coming from,” Sortman said.

“This is excellent that they can see when it says an operating expense, yes, that’s your property tax, when it says a DCNR (Department of Conservation and Natural Resources) grant and Act 13 funds—those are funds that we are so fortunate to have in this county—hat don’t affect us personally as the taxpayer that our property tax value,” he said.

“So I’m just thrilled that this is on here and people can see, okay, we didn’t spend \$150,000 today on 6.4 we spent \$100,000 worth of Pennsylvania state monies at DCNR, and we spent \$50,000 over Act 13,” he added, referring to the commissioners approval of an agreement with Environmental Planning & Design in the amount of \$149,930, which was approved budgeted item with \$100,000 from a DCNR Grant and the balance County Act 13 funds.

Explaining that Act 13 funds are derived from impact fees imposed on the natural gas industry, Sortman said, “It’s being spent only in areas that are allowed by the state, and it doesn’t come out of your personal property tax that you paid in the county.”

“So those are great things, I think, that we can see here and learn from and continue to educate ourselves and the taxpayers of where this money actually comes from, so they know the transparency of where does their money go,” he added.

In other actions, the board approved: a resolution designating officials to execute documents for pass through grant for Penn College; an amendment to an agreement with Viapath Technologies for communication services for inmates at the prison and at the Pre-Release Center, an approved budgeted item but is not an expense item, but is taken from telephone revenues; a resolution closing out the Community Conservation Partnership Grant Project for the Greater Williamsport Area Greenway Wayfinding plan; and an agreement with Guardian Protection in the amount of \$2,735 for installation and \$228 yearly for service and inspection for fire protection systems, an approved budget item coming out of operating expenses.

Under personnel, the board approved hiring Garrett Russell, subdivision and land development administrator in the planning and community

development department at \$43,660 per year.

The next commissioners' meeting will be at 10 a.m., March 26 at the Commissioners' Board Room, 3rd floor, Third Street Plaza, 33 West Third St.

## NEWSLETTER

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Breaking News

Obituaries

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