

Lycoming County Library System Board Meeting  
October 10, 2023 at noon

In-person at the Library: 19 East Fourth Street, Williamsport, PA and virtually via Zoom

**Trustees Present:** Ben Brigandi, John Confer, Diane Eck, Larry Stout, Christie Foresman, Rosemary Holmes, Diane Schneck, Tricia Shipman (via Zoom), Commissioner Rick Mirabito (arrival 12:33pm)

**Trustees Absent:** none

**System Staff Present:** Amy Resh, System Administrator; Kate Shaw, Collections, IT & Technical Director; Karen Confer, HR & Fleet Director; Nina Riggle, Executive Assistant

**System Staff Absent:** Kristin Caringi

**Guests:** none

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

**Secretary Report:** John Confer made a motion to approve the August minutes. Second by Christie Foresman. All approved. Motion carried.

**Financial Report:** Amy Resh

**Highlights:**

- Income and expenses are on track. Expenses a little over as the cost of insurance has gone up.
- Computer expenses at 100%, not upcoming expenses planned.
- Ben Brigandi made a motion to approve the financial report. Second by Christie Foresman. All approved. Motion carried.
- Review and approval of LCLS 990 for 2022: Larry Stout made a motion to approve the LCLS 990. Seconded by Rosemary Holmes. All approved. Motion carried.

**System Administrator's Report:** Amy Resh

**Highlights:**

- Funding request submitted to Lycoming County Commissioners
- Presentation at the PA Library Association on Cultivating Municipal Support.
- Work continues on the 2024 LCLS budget for approval at the December board meeting.
- Daily delivery of book to Hughesville Area Public Library has begun now that they have increased their hours.
- There is an increase in items shared via delivery since early summer, 6,791 items shared.
- Doug Harkness is working with ERATE BEAR for internet discount.

- Kate Shaw met with Hughesville Public Library on Polaris LEAP training and plans to create groups with member libraries to review practices and clean-up of the Polaris database.
- Jamie Mahoney is creating a marketing brochure to highlight services provided by System Member Libraries. A draft was presented to the board.
- Dana Brigandi will present at NCLD about fundraising and grant writing.

#### **Committee reports:**

- Long Range Planning committee met. Items will now be taken to the LCLS Directors for their input.
- By laws review committee will meet after long range planning has been completed.

#### **Old Business:**

- Christie Foresman made a motion to approve the LCLS Collection Development Policy. John Confer seconded this motion. All approved. Motion carries.

#### **New Business:**

- LCLS will add a lunch budget to the 2024 budget for approval.
- A discussion took place about meeting at the other member libraries.

#### **Announcements:**

- **Muncy Public Library**
  - Summer reading program was a big success.
  - Frequent flyer punch cards gift a free book after attending 5 programs.
  - Hosted visits from 1<sup>st</sup> and 7<sup>th</sup> grade groups.
  - Many October and Halloween themed programs.
- **Dr. W.B. Konkle Memorial Library**
  - A pumpkin program is planned with the recreation board, prizes to participating elementary aged kids.
  - The Key Club installed a library box downtown across from the post office.
  - Renovation has increased numbers and more activities are being planned in the library.
- **James V. Brown Library**
  - Marie Benedict gala happening evening of October 12 with auction items.
  - Extended hours begin November 6, 2023 Monday-Thursday 9-7, Friday 9-6, and Saturday 9-4.
  - Library will continue issuing passports.
  - Staff training planned October 17.
- **Montgomery Area Public Library**
  - Amber Adams, is an astounding asset.
  - October has many Halloween themed activities planned.
  - There are almost 4x the number of new patrons, circulation and general numbers are up.
  - In November, celebrating the 100 anniversary of the building with the historical society, November 25.

- **Hughesville Area Public Library**

- A recent arrest concerning children's safety in public areas. Notified Director Penny Johnson that she might be receiving calls from patrons or officials. Thankful that the library now has security cameras.
- Extended hours, now open on Wednesdays.
- Annual appeals are going well.
- Recently acquired a movie license to show movies to serve teens as well as others in the community.

- **Jersey Shore Public Library**

- Library staff will work the Pine Creek Seeds corn maze to earn money October 21<sup>st</sup> and 22.
- Book sale on October 18-20.
- Numbers are up.
- The old building continues to present issues, like basement flooding. A recent car accident cracked the front steps and are in need of repair.
- Gratitude was expressed for the loaning of Keith Bauer for a toilet repair.

Meeting was adjourned at 1:03pm.

Remaining Board Meetings for 2023: December 12<sup>th</sup>.

*Respectfully submitted by Nina Riggle*