

Lycoming County Library System Board Meeting

February 11, 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; Commissioner Mark Mussina, Diane Schneck

Trustees Present Virtually: John Confer

Trustees Absent: Dennis Correll, Patricia Shipman

System Staff Present: Amy Resh, System Administrator; Nina Riggle, Executive Assistant to Amy Resh

Guests: Charlene Brungard, Jersey Shore Public Library; Penny Johnson, Hughesville Area Public Library; Robbin Degeratu, James V. Brown Library; Robert Weaver, Dr. W.B. Konkle Memorial Library; Mike Bender, Montgomery Area Public Library

Guests Present Virtually: Canda Fogarty, Dr. W.B. Konkle Memorial Library; Amber Adams, Montgomery Area Public Library

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

Public Comment:

- None

Correspondence:

- None

Review of Minutes: Christie Foresman made a motion to approve the December minutes. John Confer seconded the motion. All approved. Motion carried.

Financial Report:

 Amy Resh for Kristin Caringi

Highlights:

- The January to December 2024 budget information was included with the packet. The 2024 budget closed in line with end-of-year expectations.
- Interest Income added more to revenue than expected.
- Regarding the insurance expense line, the System cannot get Cyber Insurance coverage for the entire system considering the individual member libraries and therefore, the allocated funds for this in 2024 were not spent.
 - It is considered a best practice for member libraries to add cyber insurance to their coverage.
- Summer Learning was over budget for system-wide events, as was approved by the board during 2024. The Summer Learning line was increased for 2025.
- Ben Brigandi motioned to accept the Treasurer's Report. Diane Eck seconded the motion. All approved. Motion carried.

System Administrator's Report:

 Amy Resh

Highlights:

- At the request of five out of six member library directors the date and location of the LCLS Directors' Meetings will take place on the fourth Monday of every other month at the System Headquarters.
- The workdays list for dual employees was distributed to member libraries.
- The first quarter advocacy initiative for Love Your Library month has commenced and postcards were shared with all member libraries.
- Amy Resh will request time to present to the County Commissioners the first week of March, date confirmation will be sent at a later time.
- The annual report for the Library System is partially completed. Member libraries need to complete member library annual reports by March 3 for System Administrator review.
- In December, 5,411 materials were transited between member libraries.

- 91% of Lycoming County residents in 37 municipalities receive outreach vehicle service in their home municipality.
- The first 2025 LCLS Shared Event, The Lion King: Kids, will take place on March 13, 2025 at the Community Theater League in Williamsport, PA.
- The second shared event will be in Mary during Remake Learning, through BLAST IU 17, from May 1st-23rd partnering with Centered Earth.
- Nicole Rader has begun finding options for the County Summer Performer for director input.
- Doug Harkness has completed all domain moves for member libraries.
- Dana Brigandi attended the First Community Foundation Partnership (FCFP) grant workshop on January 16. LCLS member libraries may be eligible for several grants through FCFP.
 - Additionally, there are grants through the American Library Association and Dollar General that would be applicable to member libraries.
- Year in Review 2024
 - The Year in Review for 2024 was included in the board packet. There were no questions.
- Long Range Plan
 - The yearly update regarding the LCLS Long Range Plan was emailed to trustees prior to the meeting. This update includes details of system staff work toward goals in the plan.

Committee reports:

- Diane Eck would like to form a finance committee to work on the funding formula.
 - Eck will serve on the committee as a non-voting member.
 - Ben Brigandi, Larry Stout and Commissioner Mark Mussina were asked to be part of the committee and all agreed.
 - Amy Resh in her capacity as the System Administrator will also attend committee meetings and support the work of the committee by bringing a holistic view regarding the benefits and challenges of the whole system.
 - The committee will serve in an advisory role for the board and will recommend a 2026 funding formula to the full board for review and possible approval.

Old Business:

- None

New Business:

- None

Announcements:

- Muncy Public Library will be sending out their annual appeal in March.
 - Story Time on Fridays continues to be a success.
 - There is a new afterschool art program and a homeschool hangout.
- Montgomery Area Public Library has been hosting good programs and experiencing good circulation.
 - The library receives many visitors and began a guest book with many visitors from other states.
 - The treasurer of their board was hacked, some library information was accessed. The FBI is involved.
- Hughesville Area Public Library hosted a successful bingo fundraiser.
 - The library is planning additional fundraising.
 - The library is hosting many programs for all ages.
 - Trout in the Classroom has returned to the library for the second year.
- James V. Brown Library is hosting bilingual story time for ages birth to 8 years old on the first Saturday of the month
 - Full of Flowers is planned for April 5th and is a tea party fundraiser to support the library.
 - A Resource Fair is being hosted with 11 local organizations to help those in crisis on February 25, 2025. The library is currently accepting donations of blankets, coats, and hygiene products.
- Dr. W.B. Konkle Memorial Library has created a job description for an assistant librarian.
 - The Friends of the Konkle Memorial Library will be hosting a book sale.
 - The library's annual campaign will take place in March.
- Jersey Shore Public Library is gearing up for summer learning.
 - The Friends of the Jersey Shore Public Library gave \$4,000 for a projector and screen.
 - The board of the Jersey Shore Public Library is updating their by-laws.

- Shore-o-poly is selling well and the library is planning a candle sale fundraiser.
- Jersey Shore Public Library and Hughesville Area Public Library have been invited to participate in the State's exemplary summer learning program.
- Lycoming County Library System will be hosting the Friends and Trustees Institute presented by the Pennsylvania Citizens for Better Libraries and the Pennsylvania Library Association on March 15.
 - Registration will be sent out. System trustees and member library directors are encouraged to share this information with member library trustees and Friends of the Library board members.
 - The North Central Library District will be hosting the Standards for Excellence workshop on March 26. This workshop is for trustees and directors for all 40 libraries in the district.
- Commissioner Mark Mussina shared his excitement about bilingual story time.
 - The County is continuing to review its financial obligations.
 - He encouraged the board to never doubt the impact of the library and library services, especially for children.

The meeting was adjourned by Diane Eck at 1:02pm.

LCLS Board Meetings dates in 2025: April 8th, June 10th, August 12th, October 14th, December 9th at noon at the James V. Brown Library.

Respectfully submitted by Nina Riggle