**MINUTES**

**BOARD OF DIRECTORS MEETING**

**CAMBRIA LIBRARY ASSOCIATION**

**March 16, 2022**

The regular meeting of the Board of Directors of the Cambria Library Association was held virtually on Wednesday, March 16, 2022. The meeting was called to order by President Alan Metzler at 4:03 pm.

Members Present: Alan Metzler, Cara Ferrante, Bill Lantzy, Leanna Bird, Don Layo, John Skelley, Marlin Plymette

Others: Ashley Flynn, Stephanie Young, Maria Cuccaro, JP Cavaliere, Katrina Perkoskey

Members Absent: Aletha Haselrig-Jones, Tripp Crilly

Special Guests:

Katrina Perkoskey from the Community Foundation for the Alleghenies presented information about the library’s fund with the CFA, along with general information regarding the CFA as a whole.

JP Cavaliere presented on behalf of Cornerstone, the financial management company that manages the library’s investments through CFA. He explained that the library has three funds with the CFA and gave an overview of factors currently impacting investments. He recommended a diversified portfolio and explained that some risk can be a good thing over the long run. Alan recommended that the finance committee meet again to discuss the suggestions from the presentation.

Consent Agenda Reports:

Maria shared concerns about the Hastings library director, who has seemed unwilling to obtain the appropriate certification level required for her position and has demonstrated unprofessional behavior. Similar certification issues have occurred at this library in the recent past, and the system board’s efforts to consul the Hastings board were not acted upon. Alan felt this should not be ignored as it had the potential to negatively impact the entire system. Discussion was had regarding the annual reports, and Ashley suggested waiting until these were filed before approaching the director regarding her certification.

A motion to approve the consent agenda, including the minutes of February 16, 2022, was made by John Skelley and seconded by Cara Ferrante with all in favor.

Treasurer’s Report:

The report was presented by Cara Ferrante. All revenues and expenditures were as expected.

The treasurer’s report was filed for audit.

Library Trend:

Ashley discussed the subject of book challenges across the county, and noted that the number of challenges and bans has been growing exponentially. She predicts that a challenge will occur at this library at some point, and wants to have a strong collection development policy in place.

Chairman’s Report:

Alan referenced the board’s previous conversation regarding strategic planning and said he has taken that feedback seriously. While there is a need for strategic planning, this doesn’t seem like the right time to pursue it, so it will be on hold temporarily. Leanna noted that there are two general approaches; you can let the funding guide the planning or let the planning guide the funding. Alan noted this is a critical crossroads for several avenues of funding that align with the director’s established goals for the library, and that this is likely to be a transitional, transformative year.

Alan also asked the board to engage in fundraising efforts, particularly with Night Music. He asked Ashley to share a spreadsheet of sponsors so that board members could reach out where appropriate. Ashley thanked the board for their involvement with Bingo. Bill suggested that members donate baskets for the Friends of the Library basket raffle if they are able.

Director’s Report:

*Library Services* – Ashley discussed advocacy and noted that she was working on a letter to send out to all legislators in the district requesting a funding increase. Alan added that Senator Wayne Langerholc is a proponent of aid for libraries.

*Fundraising Updates* – Ashley noted that the Drag Queen Bingo event was well received and could easily generate $10,000 in profit with some adjustments for a future event. The pie sale raised about $1,400 and was relatively easy to pull off. The promotion of Night Music has begun in earnest.

*Keystone Grant Award* – The library has been awarded the Keystone grant for HVAC replacement for $364,100.

*Digital Literacy Grant Award* - The library has been awarded a grant for Digital Literacy for $45,000. We will work in partnership with CareerLink to offer introductory computer classes throughout the county.

*Networking* – Ashley and Alan met with Frank Burns, Lou Crocco, and Mark Pasquerilla, which were all positive interactions and could potentially lead to additional financial support.

*ARP-IMLS Funds* – These grant documents have been submitted and we believe they will be approved.

*Annual Report –* Ashley said they are still hard at work on these reports. Once all have been finalized, they will create a summary document to share with the board, similar to the way they summarize the audit findings.

*AAUW Donation* – The American Association of University Women made a donation of children’s books to honor Women’s History Month.

*Narcan Training* – This optional training for staff was relatively well-attended with almost a dozen in attendance.

*Emergency Services and Connectivity* – Ashley is working with the county on an initiative to increase broadband connectivity throughout the county.

*Mask Complaint – Highland –* County Commissioner Scott Hunt had approached Ashley with a complaint he received from a county resident regarding the continued mask policy at Highland Community Library. Alan noted that this complaint has been passed along to the Highland board and that board will follow up with their director.

*Staffing Updates* – The library has made an offer to someone to fill the only current vacancy, which is the Friends of the Library Bookstore Manager.

OLD BUSINESS

1. The board ratified an e-vote in which a motion to end the policy requiring masking for library staff effective immediately was made via email by Bill Lantzy on March 8, 2022 and seconded by Warren Crilly with Alan Metzler, Don Layo, Cara Ferrante, Leanna Bird, Marlin Plymette, and John Skelley in favor.

NEW BUSINESS

1. Collection Development Policy Approval

A motion to approve the collection development policy as presented was made by Bill Lantzy and seconded by John Skelley with all in favor.

1. Committees

The governance committee will meet to discuss a conflict of interest policy, meeting attendance, and the annual reorganization. Additionally, the resignation of Aletha Haselrig-Jones due to health issues was noted and accepted. The board appreciated her service and will miss her insights.

The finance committee noted that grants have been submitted for external security lighting and security cameras.

The building committee will begin work on fulfilling the obligations related to the Keystone Grant.

The system committee noted that the system member agreement had been distributed on March 14, 2022. Ashley noted that a few responses had been received regarding the audit letters, and that the Ebensburg board president in particular was dissatisfied with the letter.

A motion to adjourn the meeting was made at 5:42 pm by John Skelley and seconded by Marlin Plymette with all in favor.

The next meeting was scheduled for April 20, 2022 at 4 p.m.