**MINUTES**

**BOARD OF DIRECTORS MEETING**

**CAMBRIA LIBRARY ASSOCIATION**

**April 20, 2022**

The regular meeting of the Board of Directors of the Cambria Library Association was held in the Conference Room with a virtual component on Wednesday, April 20, 2022. The meeting was called to order by President Alan Metzler at 4:00 pm.

Members Present: Cara Ferrante, Bill Lantzy, Leanna Bird, John Skelley, Marlin Plymette

Members Present Virtually: Alan Metzler, Tripp Crilly

Others: Ashley Flynn, Stephanie Young, Maria Cuccaro

Members Absent: Don Layo

Consent Agenda Reports:

Bill Lantzy asked Maria if she had made any progress on the annual reports for the three libraries who had missed the deadline. She said she is still waiting on the Portage Public Library and the Indiana Free Library. She is also waiting on the Burrell Township Library’s report, but theirs is being held up by their municipality, which needs to provide an updated “green sheet.”

Alan asked Maria if she had anything to add from her visit to the South Fork Public Library board meeting, and she said she was very concerned after attending that meeting. She reported that board members and the director were tossing papers at each other, and that the board members and director acted as if the director was a voting member of the board. Maria was also concerned about the accuracy of some documents that were presented at that meeting. Alan noted that this is a prime example of a situation in which the system board needs to consider oversight versus intervention, and felt this particular situation might require some interaction on behalf of the system. Moving forward, he felt the system has a responsibility to ensure that individual boards are meeting basic standards. Bill agreed and suggested that the system consider inviting board members and directors to discuss the responsibilities, interactions, and accountability that is required. It might also be prudent to gather specific information about each board in order to identify and address deficiencies.

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

Treasurer’s Report:

The report was presented by Cara Ferrante. All revenues and expenditures were generally as expected, although there were two CareerLink payments in February due to their payment schedule. All fundraising events presented are netted with the expenses, although the calculations on Drag Queen Bingo aren’t completed yet. There was some discussion of the community room rental income.

The treasurer’s report was filed for audit.

Chairman’s Report:

Alan turned the floor over to Leanna Bird. She explained that her term is expiring and that she is unable to renew for another term due to her pursuit of a new job opportunity closer to her hometown. She thanked everyone for their time and noted that she has a learned a lot. She said that the growth she’s seen under the current administration is tremendous and that the library has become a standout entity in the community. Alan responded that she is someone who has made us better as a board and really benefitted the library. She brought more than ideas, but arms and legs to help complete projects as well. Her service was truly appreciated.

Alan noted that he and Ashley will be presenting at a meeting of the Greater Johnstown Regional Partnership on May 20. Leanna had helped facilitate a meeting with Lou Crocco and Mark Pasquerilla to look at the library’s needs and consider potential funding opportunities. Pasquerilla

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.