

MINUTES
BOARD OF DIRECTORS MEETING
CAMBRIA LIBRARY ASSOCIATION
July 23, 2025

The meeting of the Board of Directors of the Cambria Library Association was held in the Conference Room of the Cambria County Library on July 23, 2025.

Members Present: Alan Metzler, Marlin Plymette, Cathy Torok, Bill Metzler, Heidi Niebauer, Ryan Cooper Edwards

Members via Phone: Abby Panek

Members Absent: Rev. Sylvia King, Yamilia Audisio

Others: Ashley Flynn, Joel Wagner, Leanne Zdravecky, Maria Cuccaro, Joyce Homan, Ryan Stacy

Call to Order: Alan Metzler called the meeting to order at 4:00 PM.

Staff Spotlight: The meeting began with a spotlight focused on the Reference department, which was represented by Joyce Homan and Ryan Stacy. Ryan shared a PowerPoint presentation that provided the specifics of the various programs and services that their departments offers, such as the hotspot program and microfilm services, as well as the many events they run for the community's benefit. During the presentation, Ryan and Joyce fielded questions from the Board.

District Consultant/County Coordinator's Report:

Bill asked a question to Maria regarding the SALSAs and the 12% rule change. Maria clarified that the change was likely made due to complaints from the field about the challenges of determining the 12% for the current year.

Minutes of June 18, 2025

A motion to approve the minutes of June 18, 2025, was made by Cathy Torok and seconded by Cooper Edwards with all in favor.

Treasurer's Report:

Cooper gave his report, including some information about the \$500,000 that we were pulling from the community fund. We are exploring CD options with various banks to invest it to build interest upon and also have it available for the late stages of the first-floor construction.

Ashley took this time to mention that we did receive our final ERC refund. Ashley feels strongly that due to the potential funding problems from the state we should earmark these funds for operational expenses. A finance committee meeting will be set up to discuss the plans for those funds.

Director's Report:

A) Library Services

SummerQuest is wrapping up and our end celebration will be happening soon.

B) First/Third Floor Updates

We are at 60% completion for the construction documents for the first floor. We're currently looking into some tweaks for the traffic flow and the circulation desk and teen areas, but Ashley feels it's all on track.

C) CareerLink

We received the newest version of the lease for CareerLink from Abby's office. We're currently on a one-month extension of the current lease we have with them while we finalize that.

D) E-rate

Ashley has been working hard on this with Cathy and Rich. We are progressing with the cybersecurity pilot, and we received our category one funding. We're currently waiting on the funding commitment for our category 2 funding request.

E) Fine-Free Progress

Fine free is progressing well, and we have not received any complaints yet. We did purge the old fines from our system.

F) Friend of the Library

We've had discussions with the leadership of the Friends of the Library, and Ashley feels that the current form of the Friends is likely to dissolve. We are currently using the bookstore space to get rid of our remaining inventory and discards. We'll be looking into options regarding them to make sure that everything goes smoothly and leaves the door open for their future if it comes to that.

G) Subaru Photoshoot

Our local Subaru dealer had a photoshoot here at the library, and they also involved Jim and our Subaru in the photoshoot as well.

H) County Outreach

We've had a lot of interaction with the other county libraries lately. Ebensburg unveiled their newest story walk on the Ghost Town trail, and Lilly did their end celebration. Jim assisted with both of these.

I) ERC appreciation

We've had lots of positive responses to the ERC bonuses that everyone received.

J) Staff Announcements

Leanne puts together weekly staff announcements for the staff and Ashley took the moment to show some examples to the board.

K) Upcoming OCL Visit

There is an effort being made by the Office of Commonwealth Libraries to attend a board meeting at every district library center. It is currently scheduled for January.

L) Library documentary screening after meeting

Joyce will be showing a documentary at 5:30 after the meeting. Ashley will be helping her with a Q&A afterwards.

Committee Reports:

A) Governance

I) No report.

B) Finance

I) A meeting will be scheduled.

C) HR committee

I) No report.

D) Building

I) We close on the parking lot sale this Friday. We are appreciative of Abby's assistance with this.

E) System

I) The potential reduction in county funding for 2026 was discussed. It was agreed to apply that equally to all libraries.

II) There was a discussion about education certifications for the directors of the various libraries.

F) Technology

I) Cathy and Rich will be meeting to put together an update for their strategic plan.

Old Business

1. The board ratified that a resolution confirming that the Board / Library will enter into a loan agreement with AmeriServ for \$2,000,000;

and approving the following individuals are authorized to sign the loan documents that legally bind the Cambria Library Association;

Ashley Flynn – Executive Director

Alan R Metzler – Board Member

R. Cooper Edwards – Board Treasurer;

was made via email by Alan Metzler on July 9, 2025. It was seconded by Marlin Plymette. Yamila Audisio, Bill Lantzy, and Abby Panek voted yes. Sylvia King abstained. The motion carried.

2. The board ratified that a motion to approve the low bid for the third-floor renovation project, to include the computer lab and Pennsylvania Room, as presented was made by Abby Panek via email on July 10, 2025. It was seconded by Cathy Torok with yes votes by Yamila Audisio, Bill Lantzy, Marlin Plymette, Alan Metzler, and Heidi Neibauer.

New Business

Our book boxes are ready, and just need to be picked up.

A motion to adjourn was made by Cathy Torok and seconded by Marlin Plymette, with all in favor.

The next meeting will be on August 20 at 4PM.