

**MINUTES**  
**BOARD OF DIRECTORS MEETING**  
**CAMBRIA LIBRARY ASSOCIATION**  
**August 20, 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 August 20, 2025.

Members Present: Alan Metzler, Marlin Plymette, Cathy Torok, Bill Metzler, Heidi Niebauer, Ryan Cooper Edwards, Abby Panek, Rev. Sylvia King, Yamilia Audisio

Members via Phone: None

Members Absent: None

Others: Ashley Flynn, Joel Wagner, Leanne Zdravecky, Aria Nola, Jen Greene, Rick Hess

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

Staff Spotlight:

The meeting started with Aria Nola, Jen Greene, and Rick Hess of the Reference Department. The three of them introduced themselves and what they do. Aria talked about her role as the Teen librarian as well as the 3D printing services that she helps run, while Jen and Rick went over their individual contributions to the info desk, with Jen running periodicals and Rick handling non-fiction as well as working in tech processing.

District Consultant/County Coordinator's Report:

There were no comments or questions regarding the reports.

Minutes of July 23, 2025

A motion to approve the minutes of July 23, 2025 was made by Cathy Torok and seconded by Abby Panek with all in favor.

Treasurer's Report:

Cooper presented the treasurer's report, reviewing our budget and cash flow as well as our income, as we attempt to nail down our budget for the remainder of the year in light of current funding concerns from the state. He went into the breakdown of the figures listed for our projected budget.

After presenting the report, Bill had a question regarding if the requirement of 12% of the budget being used on book purchases would still be enforced by OCL, which Ashley is unsure of at this time.

## Director's Report:

### A) Library Services

Our summer program has been wrapped up, with our children's and adult programming being incredibly successful.

### B) First Floor Updates

We are nearly finished with the construction documents for the renovations on the first floor. Ashley discussed some of the plans for the renovations and expects it to go out for bid soon.

### C) Third Floor Updates

The third-floor work is underway and seems to be on pace.

### D) CareerLink

Ashley ironed out details with Careerlink for their part of the renovation, working out their space needs with them.

### E) OCL

There will be a panel on workforce development presented by OCL that we will be participating in in November.

### F) PaLA Legislative Update

The state budget has yet to be passed, and patrons have been asking what they can do to communicate with legislators about it. We've provided some information to them about who they can speak to.

### G) E-Rate

Ashley had questions come back about our category two funding request, but she feels confident it'll still come out fine.

### H) Book Boxes

The book boxes at Vo-Tech are ready for pickup. We have a starting supply of books for each of these books and plans are underway for these to be delivered to the libraries for implementation in their communities.

### I) Community Foundation

Alan and Ashley met with the Community Foundation about our current funding needs and plans. We've put in a request for funding for the community room renovation plans.

### J) Strategic Planning

Plans are underway for some fundraisers thanks to the strategic planning team, starting with our annual pie sale, which will be starting soon. We are also working on planning dine-out events with local restaurants. There are also discussions of allowing opportunities for people to pay to name the community room or other

rooms here at the library, and doing outreach to our local municipalities and school districts.

K) City Wayfinding

Ashley participated in a wayfinding meeting by Vision 2025, which involves improving signage in the downtown area to better direct people to local things of interest.

L) Bike Theft

There was a bike theft recently at the library. We worked with Johnstown police regarding the incident, and we're revising our security camera footage to make it easier to address future incidents like this.

M) Notary services

We are looking into implementing notary services here at the library, which will be handled by Leanne, as she is a bonded notary.

Committee Reports:

A) Governance

- I) Nothing to report

B) Finance

- I) We got approval for a CD with Ameriserv at 4.25% in the amount of \$500,000.
- II) There is a meeting with Wessel to talk about our budget plans to avoid future cash flow issues.
- III) There is a meeting with the Community Foundation on 9/4 about the investment policy statement.
- IV) It was agreed to let Ashley decide how to use the remaining ERC funds.

C) HR committee

- I) Nothing to report

D) Building

- I) The parking lot belongs to the library.
- II) We will discuss with the architect about having a virtual walkthrough of the renovation plans.

E) System

- I) Nothing to report

F) Technology

- I) Nothing to report

New Business

There will be an email going out for a vote on the new security footage policy.

Old Business

Abby spoke to Chanelle from the Friends of the Library regarding the pending dissolution of the group. They will be having a meeting about it to vote to disband and dissolve. She will be attempting to assist with that and making sure that their remaining bank balances are properly resolved.

A motion to adjourn the meeting was made by Marlin Plymette, and seconded by Cathy Torok with all in favor. Next meeting will be September 17, 2025.