MINUTES
BOARD OF DIRECTORS MEETING
CAMBRIA LIBRARY ASSOCIATION
September 17, 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 September 17, 2025.

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

Members via Phone: Abby Panek

Members Absent: Rev. Sylvia King

Others: Ashley Flynn, Joel Wagner, Maria Cuccaro, Leanne Zdravecky, Jennifer Pruchnic, Judith Manna

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

Staff Spotlight: This month's staff spotlight featured Jennifer Pruchnic and Judith Manna of the Technical Services department. Jenny and Judy explained their roles in technical services, being responsible for acquisitions, cataloguing, and repairs, as well as their long history with the library and their many talents. The board had many questions about the mending process and the various things that they are able to repair.

District Consultant/County Coordinator's Report:
A discussion was held regarding Blairsville's state aid and their current director's qualifications for the position. There was also an issue that was previously reported about password sharing at South Fork instead of informing us about needing new accounts made for new staff. Lastly, Maria had concerns about Portage's current library director's way of doing things for her library.

Minutes of August 20, 2025
A motion to approve the minutes of August 20, 2025 was made by Heidi Niebauer and seconded by Cathy Torok.

Treasurer's Report:
Cooper went over his report, starting with our discussions with Wessel on our attempts to come up with a more balanced budget for the future. Next, he mentioned our meeting with the Community Foundation for the Alleghenies regarding the funding we have available

from them, as well as the intricacies involved there. A meeting with Cornerstone was held in relation to that, which allowed us to receive some recommendations on how to proceed.

<u>Director's Report:</u>

A) <u>Library Services</u>
The delay in the state budget is causing significant impacts to our operating expenses, so we've reduced what we're currently spending on our collection to compensate.
The Friends of the Library has taken action to dissolve and the remainder of their funds have been donated to the Library as a donation, which will be used to supplement our costs for our Halloween programming and our collection development.

B) <u>First Floor Updates</u>
The pre-bid meeting is happening with the abatement companies. A staff meeting will be held for all interested staff regarding the asbestos abatemen to educate anyone interested about the process and the safety measures involved. We would like to get the abatement process started ASAP to minimize concerns about the HVAC being off during colder weather.

C) <u>Third Floor Updates</u>
Construction is moving along and our tentative finish day is November 15. We are waiting for the glass "store fronts" to be installed.

D) <u>CareerLink</u>
We are continuing to work with Careerlink on creating a suitable temporary space for them on the third floor during our renovations until we can provide them their permanent space on the first-floor post-renovation.

E) <u>E-Rate</u>
We have completed the cybersecurity pilot application form 471 thanks to Kathy and Rich and are waiting on any inquiries from USAC.

F) <u>Book Boxes</u>
We are working on setting up deliveries for the book boxes to the other libraries.

G) <u>Strategic Planning</u>
We just had our most recent strategic planning meeting and we are planning fundraising opportunities, with a trivia night and our renovation raffle. There will also be partnerships with local restaurants with special Dine-Out nights. We are also exploring opportunities for people to be able to have their names attached to the community room and the other rooms we open in the future as fundraising opportunities.

H) Upcoming Grant Applications
We are working on the Keystone grant for November as well as the local shares grant. We are also exploring the RACP funding.

I) Simply the Best Nomination
The children's department was nominated by Simple The Best for children's activities.

Committee Reports:

A) Governance
   I) Abby got back the deed for the lot and she will be providing that to us.
B) Finance
   I) We are exploring setting up a fundraising subcommittee.
C) HR committee
   I) Nothing to add.
D) Building
   I) Nothing to add.
E) System
   I) Nothing to add.
F) Technology
   I) Cathy showed and went over their technology strategic plan and how it's structured and implemented.

Old Business

The board ratified the following:
A motion to approve the security camera footage policy was made by Yamila Audisio via email on August 21, 2025. It was seconded by Cathy Torok. Cooper Edwards, Marlin Plymette, Rev. Sylvia King, Alan Metzler, Bill Lantzy, and Heidi Niebauer voted yes.

New Business

There was no new business.

A motion to adjourn the meeting was made by Cathy Torok and seconded by Yamilia Audisio, with all in favor.

The next meeting is scheduled for October 15 at 4 PM.