

MINUTES
BOARD OF DIRECTORS MEETING
CAMBRIA LIBRARY ASSOCIATION
October 15, 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 October 15, 2025

Members Present: Marlin Plymette, Cathy Torok, Bill Lantzy, Ryan Cooper Edwards, Abby Panek

Members via Phone: Alan Metzler, Yamilia Audisio, Heidi Niebauer

Members Absent: Rev. Sylvia King

Others: Ashley Flynn, Maria Cuccaro, Leanne Zdravecky

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

Staff Spotlight: There is no Staff Spotlight for this month, but there will be one at the next meeting in December.

District Consultant/County Coordinator's Report:

According to Maria's report, SPARK is launching a new program that will automatically give anyone who signs up for a library card a digital card as well. Previously, this was done manually by Nicole, but this change should help automate that process.

Cathy had a question about the Local Shares grant. We are looking into applying for it for whatever amount will be needed to cover the costs of one or more of our current renovation projects.

Marlin asked about the price increases to ABC Mouse and SPARK and whether those increases will be forwarded to the other libraries. Ashley answered that thanks to some funding in the county coordinated aid that was previously allocated for marketing expenses and was not needed, we are able to cover those costs.

A brief discussion was had regarding the book boxes, which are currently having their permanent locations being coordinated with their respective libraries.

Minutes of September 17, 2025

A motion to accept the reports and the minutes of September 17, 2025 was made by Cathy Torok and seconded by Marlin Plymette. Motion carried.

Treasurer's Report:

Plans are currently underway to create a budget for 2026. We also worked with AmeriServ to increase our line of credit to \$250,000, so we have that available if needed. Alan added that we had a meeting with the county commissioners, and they confirmed that we should see our county funding check at its normal time in December.

Director's Report:

A) Library Services

We are currently preparing for our transition of services for the renovation. We've done a lot of work to move our collection from the first floor to other parts of the library. We're also working on preparing the third floor to move the circulation desk and office to the third floor. Programming will also be slowing to allow ample time for the abatement.

B) First Floor Updates

We've cleared out the remaining inventory and backstock that was stored in the bookstore area.

C) Third Floor Updates

Third floor is set up with the collection in full for browsing.

D) CareerLink

CareerLink is set up with their new temporary space. The transition has gone smoothly for the most part, and they've been very cooperative in working with us and abiding by the agreement we have with them.

E) Book Boxes

The book boxes are a work in progress but reception to the ones installed already has been positive from their communities.

F) Strategic Planning/Upcoming Fundraising Updates

The strategic planning team has been working on some smaller scale fundraising opportunities. We had a successful Banned Books Trivia Night with feedback that we are looking to apply to future trivia nights. Our first dine out event is on October 29 with Chipotle, and our next one will be with Primanti's on November 18, and our final will be Panera on December 12. The fund drive letters have also been stuffed and are ready to go out. We're also exploring opportunities for additional fundraising with naming opportunities for our focus rooms or other parts of the library.

G) Upcoming Grant Applications

Ashley and Barb are working to figure out what our grant needs will be for our local shares grant ask. Ashley and Alan also had a meeting with the Redevelopment Authority, and we are exploring some other funding opportunities that have come out of that.

H) Staffing Updates

Our maintenance supervisor Steve put in his notice at the beginning of the month, and we've successfully hired Justin Giuffre, and we also changed the role to Building Services Supervisor.

I) Legislative Updates

The fourth quarter county payment is set to be on time. There has also been pressure on the state legislators regarding the overdue budget from the PaLA legislative committee.

Committee Reports:

A) Governance

I) Nothing to report.

B) Finance

I) A finance meeting is coming up.

C) HR

I) Nothing to report.

D) Building

I) Nothing to report.

E) System

I) Nothing to report.

F) Technology

I) The working group will be meeting to discuss their budget for 2026.

Old Business

The board ratified the following approval:

A motion to approve the use of the existing \$113,000 ERC funds for the remaining 2025 operating budget was made via email by Cooper Edwards on September 23, 2025. It was seconded by Bill Lantzy. Marlin Plymette, Yamila Audisio, Abby Panek, Rev. Sylvia King, Heidi Niebauer were all in favor.

Abby has been in contact with Denise Sticha from the PA Citizens for Better Library, who will be having their board meeting to dissolve our chapter of the Friend of the Library on November 12.

New Business

A discussion was held about the first-floor renovation, as bids are currently out for the abatement portion of the first-floor renovation. We've gotten one bid back.

A motion to accept the bid from Superior Environmental Contracting was made by Abby Panek and seconded by Marlin Plymette. Motion carried.

An incident involving a patron taking library materials and selling them on Facebook Marketplace was discussed. The library is currently investigating what legal options are available to us with Abby, and Abby will send a cease-and-desist letter to the patron in question.

Following no further new business, a motion to adjourn was made by Marlin Plymette and seconded by Cathy Torok. The meeting was adjourned.

The next meeting is scheduled for December 3 at 4 PM.