

MINUTES
BOARD OF DIRECTORS MEETING
CAMBRIA LIBRARY ASSOCIATION
December 4, 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 December 4, 2025

Members Present: Marlin Plymette, Cathy Torok, Bill Lantzy, Ryan Cooper Edwards, Abby Panek, Yamilia Audisio, Alan Metzler

Members via Phone: Heidi Niebauer

Members Absent: Rev. Sylvia King

Others: Ashley Flynn, Maria Cuccaro, Leanne Zdravecky, Joel Wagner, Patty Heilman

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

Staff Spotlight:

This month's staff spotlight is on Patty Heilmann, the Marketing and Outreach Coordinator. Patty recently celebrated her sixth anniversary with the library. Patty went over her role within the library's operations, explaining the different things she does and providing examples of her work. The board praised her work and had many questions for her, as well as brainstorming ways she could extend the library's reach even further. A long discussion was had about the different levels of social media and how they affect the library's reach.

District Consultant/County Coordinator's Report:

A brief discussion took place regarding South Fork's newly hired Library Director. Barb will be meeting with her later this week to go over her qualifications.

Minutes of October 15, 2025

A motion to approve the reports and the meeting minutes of October 15, 2025 was made by Cathy Torok and seconded by Yamilia Audisio. All were in favor.

Treasurer's Report:

Cooper went over the report, explaining our projected cash flow and how our budget looks like for 2026. Ashley explained that we'll be receiving our state aid in January or February.

The treasurer's report was filed for audit.

Chairman's Report:

Alan discussed fundraising efforts for the library. He aims for a brainstorming meeting to be had including the other members of the board, as he feels the library needs to step up its fundraising efforts going into 2026.

Alan went over the State of the County Address and the library's part in it.

Director's Report:

A) Library Services

Things are going along well with services on the second and third floors.

B) First Floor Updates

Abatement is coming along well and should be done in December. A meeting will be scheduled with the construction company soon.

C) Third Floor Updates

The renovations for the third floor are nearly finished and they're working on getting materials into the completed Pennsylvania Room.

D) CareerLink

Ashley participated in a virtual workforce development panel for CareerLink, where they discussed the shared space model that we use with CareerLink. It was very well received.

E) Book Boxes

All the book boxes are out in the world, with ours having been installed near the storywalk at the Point. We've also placed a small food pantry in ours as well.

F) Grant Applications

Ashley is working with Barb to submit our local shares and keystone grant applications. She went over the intricacies of applying for both grants.

G) Legislative Updates

Ashley and Alan have been meeting with and working with our local legislators. They expressed their gratitude to them for passing the budget and including an increase for the libraries.

H) Friends of the Library Updates

The Friends of the Library's dissolution is finalized. Options are being explored on what to do regarding the facebook page as well as final communications.

I) Dine Outs

The Panera dine out is on December 12.

J) Other Fundraiser

The dino raffle is underway. Patty and Ashley have also been discussing some sort of merch shop for the library that people can purchase from.

Committee Reports:

- A) Governance
 - I) Nothing to report.
- B) Finance
 - I) Report is being saved for discussion of new business.
- C) HR
 - I) Nothing to report.
- D) Building
 - I) Nothing to report.
- E) System
 - I) A system meeting will be held soon.
- F) Technology
 - I) Project plans are moving along. Progress has been impacted by the e-rate and cyberpilot not coming in on time.

Old Business

No old business to discuss.

New Business

A motion to approve the 2026 holidays as presented was made by Yamilia Audisio and seconded by Marlin Plymette with all in favor.

The 2026 board meeting dates are still pending and will be finalized at a later date.

The contract from A.M. Higley for the first floor renovation has come in. Abby had a concern about the contract but feels it's fine as is. A motion to approve the A.M. Higley contract was made by Marlin Plymette and seconded by Cooper Edwards with all in favor.

Cooper presented the 2026 budget. He went over the forms of income that have been added or changed, and the changes in prices for some of the services we currently offer.

A motion to approve the 2026 budget was made by Abby Panek and seconded by Yamilia Audisio with all in favor.

A motion was made to move into an executive session for personnel by Cathy Torok and seconded by Yamilia Audisio with all in favor. The director's compensation and year-end review were discussed.

A motion to adjourn the meeting was made by Abby Panek and seconded by Marlin Plymette with all in favor.

