MINUTES
BOARD OF DIRECTORS MEETING
CAMBRIA LIBRARY ASSOCIATION
June 10, 2026

The meeting of the Board of Directors of the Cambria Library Association was held in the Conference Room of the Cambria County Library on June 10, 2026

Members Present: Alan Metzler, Cooper Edwards, Cathy Torok, Abby Panek, Jasmine Larue, Michael Alberts, Marlin Plymette

Members via Phone: None

Members Absent: Zachary Yonko

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

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

Introductions: Alan started off the meeting by introducing our newest board member, Jasmine LaRue. Everyone at the table took turns introducing themselves.

District Consultant/County Coordinator's Report:

Blairsville's audit has been completed, and everything is okay there. We're still having issues with Portage's current board of directors, and we're investigating the issues with their cash flow. Maria recently met with Cresson's new board president and Maria feels optimistic about her taking the position, as they seem to be taking Maria's advice and putting it into action. Blairsville also currently has an interim director.

Minutes of May 20, 2026

A motion was made to approve the above reports and the minutes of May 20 by Marlin Plymette and seconded by Abby Panek. All in favor.

Treasurer's Report:

Cooper had nothing specific to report. He felt we continued to be on track with our spending and cash flow and saw no issues there.

Director's Report:

A) Library Services & Outreach

a. We're gearing up for summerquest and plan to have the summer programming materials ready soon. This year's programming is smaller than usual due to renovations.

B) Building Updates

a. Renovations are moving apace. The carpet that's been ordered for the first floor has been delayed from its intended delivery date, but we don't foresee it delaying our overall plans at the moment. We are currently aiming for August 20 for reopening.
b. We're discussing possibly reorganizing how the current office space is laid out for administration.

C) Grant Updates

a. We are working on our facilities ask for the Langerholc grant, which we intend to be used for new windows on the first floor.
b. We received a $2,500 grant awarded to us by the Pennsylvania Skills Charity, which will be used for server upgrades.
c. We are currently investigating and applying for several other smaller grants as well, for equipment upgrades and to support projects such as the new Learning Lab.
d. We've submitted our SPP application and are awaiting approval for that to proceed.

D) Staffing Updates

a. We are currently working on filling positions for a new technology administrator and marketing coordinator. Interviews for the technology administrator are being conducted this week by Leanne and Ashley, and a second-round interview will be done later involving Cathy as well. Interviews for the marketing coordinator will be conducted starting the week of the 22.

E) Networking

a. Ashley and Alan met with Sean McCool at 1st Summit Bank. They feel very positive about the connections they've made there.
b. Ashley and Alan also met with John Fetterman's aide, Mitchel Henderson. He will be writing a letter of support for the IMLS grant for us, which will be intended to replace our Food Insecurity grant from ARPA.
c. Alan met with Greg Glosser, who shared fond memories of the library and discussed our upcoming renovations.

F) Hastings Library Visit

a. Ashley and Maria made a visit to Hastings Library to discuss with them about usage of library funds to support their new heritage museum. They informed them that it's fine to operate a museum, but it needs to be maintained as a separate entity from the library. They were receptive of this advice.

Committee Reports:

A) Governance

I) Abby Panek requested for a motion to be made to appoint Michele Scanlan to the board of directors for our last open slot. Cooper Edwards made the motion, and Marlin Plymette seconded. All in favor.

B) Finance

I) Nothing to report.

C) HR

I) Nothing to report.

D) Building

I) There is a building committee meeting on June 11.

E) System

I) Maria, Ashley, and Barb met this week to discuss the upcoming changes to the SALSA application and will be having a committee meeting to discuss it in greater detail in terms of how it will impact the system libraries.

F) Technology

I) Nothing to report.

Old Business

1. Ratify La Rue vote
   a. A motion to appoint Jasmine La Rue was made via email by Marlin Plymette on June 6, 2026. It was seconded by Zachary Yonko, with yes votes from Cooper Edwards, Abby Panek, Alan Metzler. Mike Alberts abstained due to potential professional conflict. The motion carried.
2. Approve amendment to employee handbook
   a. Employees are expected to provide as much advance notice as possible when unable to report to work for a scheduled shift. Except in cases of emergency, sudden illness, or circumstances outside of the employee's control, employees are required to notify their supervisor no later than two (2) hours prior to the start of their scheduled shift. Because the Library operates with minimum staffing levels at public service desks, particularly during evening and Saturday hours, last-minute call offs can significantly impact library operations, customer service, and the ability to maintain safe and effective public coverage. Employees are expected to make every reasonable effort to provide timely notice when an absence is necessary. Repeated instances of late notification, including patterns of calling off shortly before the start of a scheduled shift, may be considered excessive

absenteeism or failure to follow attendance procedures and may result in corrective action, up to and including disciplinary action. The library recognizes that unforeseen emergencies and illnesses do occur. Attendance concerns will be reviewed on a case-by-case basis, with consideration given to the specific circumstances involved.

b. A motion was made to accept this change by Cathy Torok and seconded by Jasmine Larue. All in favor.

<u>New Business</u>

No new business.

A motion was made to adjourn by Cathy Torok and seconded by Marlin Plymette. All in favor. Next meeting will be held on July 8.