Board of Trustees meeting on April 17, 2023

Present: Kris Ely, Stephen Spero, Fred Cicilioni, Cathy Harter, Brian Lione, Jim O’Pecko, Eileen Baessler, George Conner, Ann Reed, Dawn Augenti, Chris Caterson, Kathy Matis, Bonnie Yuscavage, Jason Miller, Vicky Calby, Craig Benson

Absent: Angie Zick, Joann Reimel

Guests: Christine Marrazzo – Janney presenter

Judy Herschel and Alan Hall – county commissioners

 Bonnie Yuscavage – Historical Society Curator

 Rita Cooley – assistant administrator

 Carol Carpenter

Call to Order: Steve Spero called the meeting to order at 4:00 PM

This meeting was held at the Susquehanna Branch Library.

Christine Marrazzo from Janney Montgomery Scott handed out a report on three endowments. These endowments are 50% stock and 50% bonds and over the years have shown a 6.2% increase. Christine believes that we should continue to see a 3% growth and receive $36K per year in January.

County commissioners Alan Hall and Judy Herschel voiced some concerns, mostly relating to how the library finances are reported. The commissioners would like to have a report that is better understandable, particularly relating to restricted funds for the Historical Society. Also, they would like to have better communication with the library board. The board stated that they are working towards a better, more understandable report by year end.

One of the commissioner concerns is cash flow, particularly related to the $470K payroll expected for the remainder of the year. Commissioner Hall stated that the expected county funding amount will be approximately $285K.

Review whether the Historical Society funding counts towards the 12% to be spent on books.

See if a consultant can be used to streamline the library financial report and determine if this would need to be let out to bid. The policy committee should discuss if professional consultant fees need to go out to bid if over $3K.

A motion was made to approve minutes from March 20, 2023. The motion passed.

A motion was made to approve the written reports. The motion passed.

Laura Nichols spoke on how the Susquehanna branch was performing.

* She hired a new staff person to make the third staff- Barbara Fennesy
* She has a volunteer from Trehab
* Received $1000.00 from the Mary Ainey Estate and plans on using this for

storage displays and furniture. Will label all pieces to honor Mary Ainey

Programs all going well: Stem & Lego Program

 Babies & books

 Bubbles

 Summer Reading at the park

 Story Walk is doing well. Good feedback.

One last thing to finish is to get the gravel around all signs. Laura maintains all signs.

The borough owns the park and has security for the park.

Concerns: Need for Budget tracking

 Need to know and have the fundraising policy.

 Look on the Internet to be updated if possible.

 Do we need any more Patron computers?

Kathy Matis informed the board that she is working to make the finance report easier to understand. She is currently evaluating the library’s accounting procedures. Kris and Bonnie are discussing how money from the Historical Society will be allocated for expenses. The finance committee is exploring accessing on-line access to our bank accounts for review only to check balances.

Dawn Augenti stated that the corporation address for the library is incorrect. A motion was made and passed to correct this issue with the Pa. Department of State. The new address will be 458 High School Road, Montrose, PA 18801.

Tall Pines is donating $5K for the lottery picnic to be held at Green Gables on September 16th, employees of Tall Pines will be allowed to attend the picnic. Kathy Matis will spearhead the picnic but will need assistance. A sign-up sheet will be circulated with detailed tasks.

There was a lead paint test conducted at the newly leased room at the Forest City Library showing that there is lead paint in the ceiling. There is also lead paint in the current library. A mitigation strategy is needed to correct this issue. The new section should be corrected first, then review the original section for lead paint issues. Determine if there is anything in the existing library that needs immediate attention. Lastly, review if there is potential for a grant to correct the lead paint issue.

The personnel committee met with Kris Ely to discuss her annual review. A written report will be submitted shortly.

The by-laws and policy committee review the collection and development policy as well as the animals in the library policy. There were motions to approve these policies which were approved.

The citizen’s challenge form will allow patrons to challenge collection policies and media. This form will require a patron to provide information about there concern other than they don’t like it.

An effort will be made to review all board policies this year.

It was decided to move the June meeting to the main branch. June is gay pride month and there will be a display. A crowd is expected at this meeting and the main library is better suited to handle the visitors. A motion was made to approve this move and the motion was approved.

Steve and Kris met with the pastor of the Bridgewater Church to discuss literature. He has issues with some material in the library.

Motion to adjourn at 5:45 PM.

The next meeting is in the Montrose Library on June 20th at 4:00 PM.



James A. O’Pecko - Recording Secretary