

Lycoming County Library System Board Minutes
12:00pm Tuesday August 15, 2023
In-person and via zoom at James V Brown Library

Trustees Present: Ben Brigandi, John Confer, Diane Eck, Larry Stout, Christie Foresman, Rick Mirabito, Rosemary Holmes

Trustees Absent: Diane Schneck, Tricia Shipman

System Staff Present: Amy Resh, System Administrator; Kristin Caringi, CFO/COO; Kate Shaw, Collections, IT & Technical Director; Karen Confer, HR & Fleet Director; Jamie Maloney, Graphic Artist

Guests: Dennis Correll & John Compton, Baker Tilly

Call to Order: Diane Eck called the meeting to order at 12:01 pm.

Secretary report: Larry made a motion to approve the June minutes. Second by Rick. All approved. Motion carried.

Financial report: Kristin Caringi

Financial Reports Highlights:

- E Rate reimbursement was received for the 22-23 year.
- The third payment from the county will be received in September.

Rick made a motion to accept the financial reports. Seconded by Ben. All approved. Motion carried

- Lycoming County Library System 2022 audit presentation: John Compton from Baker Tilly reviewed the 2022 audit with the board. They gave an "unmodified opinion" and thanked Kristin and Karen for their work in the day to day operations of the books.

Ben made a motion to accept the 2022 audit. Seconded by Christie. All approved. Motion carried.

System Administrator report: Amy Resh

Highlights:

- System Directors will be reviewing LCLS policies and procedures to bring them up-to-date.
- 6001 items were transferred between the county libraries in July.
- Doug Harkness is continuing IT support library visits.

Committee reports:

- A Bylaw committee was formed to review and update the LCLS bylaws. Members of the committee will be Diane E, John, Rick, Christie, and Amy.

Old Business: There was no old business.

New Business:

- The first draft of the Collection Development Policy was presented for review. A final draft will be presented at the October meeting.

- iSolved has purchased NCR payroll. An employee can only be in iSolved once. This means employees should not work at more than one location. Working at only one location will be added to the System members' agreements at their next revision.
- The new LCLS Logo was presented to the board for review and approval.

Ben made a motion to accept the new LCLS logo. Seconded by Rick. All approved. Motion carried.

Announcements:

- **Jersey Shore**
 - Record attendance at Summer Learning this year- Over 460 participated
 - Received a large donation from the Lioness group
- **Konkle**
 - Record attendance at Summer Learning
 - Friends held a book sale each weekend this summer.
- **Montgomery –**
 - They continue to work with the new director. All positive changes
 - New library cards have increase by 400% within the last couple of months.
- **Hughesville**
 - The new director, Penny Johnson, is heading the library in a new direction.
 - The library plans to partner with the Williamsport Symphony again next year.
- **James V Brown**
 - The library will extend hours on Saturdays starting September 9th
 - The gala will be held on October 12th.
- **Muncy**
 - No report

Ben made a motion to adjourn the meeting. Seconded by Christie. All approved. Motion passed.
1:35pm

Remaining Board Meetings for 2023: October 10th and December 12th.

Respectfully submitted by Karen Confer