

Centre County Library & Historical Museum Board of Trustees Meeting
Centre Hall - in person
Thursday, May 22, 2025
6:00 pm

Trustees Present: Deborah Cleeton, Carl Inglesby, Vickie Barnett, Bryce Taylor, Mary Prendergast, Jennifer Rosson, Rhonda Rumbaugh

Trustees Absent: Kathleen Gomez, Justin Miller

Staff Present: Michele Reese, Denise Sticha, Kathleen Edwards

Guests Present:

Call to Order: Carl Inglesby, President, called the meeting to order at 6:05pm.

Public Comments and Correspondence:

Consent Agenda: Barnett made a motion to approve the March 2025 minutes. Seconded by Prendergast. Motion carried. Rumbaugh made a motion to approve the Director's March and April 2025 Operations Report. Seconded by Rosson . Motion carried.

Directors Report:

SLP - Registration begins June 9th and events start June 17th. The information for SLP can be found on the website. There are several videos with staff talking about the upcoming SLP that can be found on the website, YouTube and Facebook.

Struble has completed his classes to obtain his 12 credits for his Provisional Certification. He has decided to continue on with the program to attain his Master's Degree on his own. Sticha explained to Rosson why the Library paid for his education.

Sticha stated that she and several others met with Mark Long at Senator Dush's office to discuss library funding and told him about the different programs that the libraries work together on. Mr. Long is looking for additional funding for the library for the Centre Hall expansion on top of the Keystone Grant. Sticha stated that the Governor recommended level funding for libraries again this year and discussed the State budget. Sticha stated that she and Brady Clemens talked about meeting with Rep. Scott Conklin, however, decided to send an email to him. Rep. Conklin agreed to sign a letter of support to give to the Budget Chairperson of the Democratic Caucus supporting the \$6.2 million budget request.

Carpet Project - We need to spend more funding from the grant, which includes our share, because the carpet was not as expensive as expected. Sticha reached out to Fritz Smith from HVAB asking if we could use the remaining funds to start the painting project in the Historical Museum. They agreed to allow us to do that. We are also going to carpet Schwartz's office and put new laminate flooring in the downstairs bathroom. The closeout report is due at the end of May. Pat Masullo has agreed to start painting this weekend and he has been paid for the work. Discussion was held regarding the painting and wallpaper on the walls.

Young Author - Sticha said that the Young Author event went well and there were several people out for the event.

Finance Report and Investment Summary: She reviewed the Investment reports and the P&L and said that we are at around 33% of our budget and discussed the accounts and where we are with the budgeted amounts. Sticha stated that we will need to withdraw funds from the Wood account to cover the cost for the Tourism Grant. Discussed the amount raised during Centre Gives which was \$28,360 before the stretch pool. Rumbaugh asked if we are able to see how many new donors we have, and Sticha stated that we do not know as of yet but will be able to see that total once the information has been entered. Inglesby asked about the Charles Schwab donation from an inherited IRA and if there were any regulations on how to spend it. Sticha stated that there was not. Sticha reviewed the CD investment and stated that there was an FNB CD that matured and was rolled over into a 5 month Flex CD and discussed the upcoming CD that will be maturing with Kish. Discussion was held regarding the investment accounts regarding stocks and withdrawing funds from the Wood account for the projects at the Museum.

Cleeton made a motion to approve the Finance Reports and Investment Summaries for March and April 2025. Seconded by Rosson. Motion carried.

New Business:

Centre Hall Expansion Open House- Sticha stated that there was a Capital Campaign meeting on May 19, 2025 and they discussed having an Open House on July 16, 2025 at the Centre Hall Library at a time to be determined later. Sticha stated that Schwartz will work on items promoting the event when she has finished up with Centre Gives and items for SLP. Discussed who the invitation will be extended to for the event. Sticha stated that they also discussed meeting with the County Commissioners to make sure they are still interested in partnering with the Keystone Grant, asking if there are other County funds available and inviting them to the Open House. She will reach out to Amber Concepcion to find out how we should plan for the grant.

Old Business:

Social media policy - Sticha reviewed and a discussion was held regarding the Social Media policy before the motion was held. **Cleeton made a motion to approve the Social media policy as amended. Seconded by Barnett. Motion carried.**

Request for Reconsideration form- Sticha reviewed the changes to the form before the motion was held. Discussion was held regarding wording of the document and items needed for the form. **Rumbaugh made a motion to approve the Request for Reconsideration form. Seconded by Cleeton. Motion carried.**

Municipal Visits: No discussion.

Committee Reports:

Finance: Cleeton said that there is nothing new as of now and discussed the current market. Sticha stated we will have Link present the audit at the August meeting. Sticha reached out to Link about continuing to do the audits and what the cost will be. Link submitted an audit proposal for the next three years. **Barnett made a motion to accept the proposal submitted by Paul Link and Associates for performing the audit for the next three years. Seconded by Cleeton. Motion carried.**

Sticha stated that Reese had suggested asking the Federation to disburse the monthly funds every month on the 20th instead of waiting until the County check has been deposited. Sticha reached out to COG and Collens to ask if this would work for them and they were all in agreement. The procedure will begin in June.

Personnel: Sticha stated that she needs to meet with the Personnel committee to review the job description. She will send out dates to the committee to meet.

Property:

Museum – Inglesby discussed the estimate for the work to be done on the replacement of the gutters at the Museum and the issues that we are currently having with water getting into the building. Taylor asked if this estimate seemed reasonable for the work to be done. Discussion was held regarding the work to be done in regards to the estimate. The funds for the work will be taken from the Janet Wood investment account. **Taylor made a motion to accept the bid as presented. Motion seconded by Cleeton. Motion carried.**

Bellefonte branch – Inglesby stated that they will be taking out the old shelves from the basement and discussed where they would do with them.

Centre Hall – Inglesby stated that he feels that the Library needs to provide funds for the next step in the Centre Hall Expansion project. He stated that he has spoken with Kristen Coombs regarding liquidating some investments for the project. The funds would come from the Potter account for the expansion and would count towards our half for the Keystone Grant . **Rosson made a motion to provide the funding for Phase II of the expansion project. Seconded by Cleeton. Motion seconded.** Inglesby asked Edwards if there were any issues at the library. She stated that there was a problem with a lock on the book lockers and it needed to be cut off. Discussion was held regarding the After Hour book lockers and possibly placing additional book lockers in other locations in the service area.

Holt – Inglesby stated there had been a leak in the roof in the past. It has been good since Troy worked on the leak.

Bellefonte Little House - Nothing to report.

Fundraising/Development:Centre Gives Sticha reported on the totals raised during Centre Gives and stated that Schwartz did an excellent job in getting the information out to the public.

Planning: No updates.

Nomination: Discussed with the board if those who are on their first term if they are willing to serve a second term, and the Commissioners nomination.

Terms ending December 2025

- Mary (Director at Large) – 1st term
- Vickie (Spring Twp) – 1st term
- Bryce (Bellefonte)– 1st term
- Carl (Commissioner) - 2nd term

Holt Friends - They are doing monthly book sales and need more members.

Bellefonte Friends - Rosson stated that they have elected officers, discussed getting a wishlist of items for the library from the staff, they participated in Centre Gives and raised \$2600.

Discussed creating book kits for the patrons to check out. They are looking at possibly doing a miniature golf tournament in June, and doing a murder/mystery in the Fall. Sticha asked about the computer desks and what the status was. Rossan said that they are under construction now.

PPVLS- Rumbaugh said that the steak dinner that was held on May 3, 2025 went well. They are focusing on the book sale that will be held during the community yard sale. She stated that they are still discussing the possibility of doing a GoFundMe. Holding a DVD/CD sale during the Fall with Spring Mills yard sale. Discussed further the funding for the expansion and new members.

Comments for the Good of the Order and Adjournment: Next meeting will be on June 26, 2025 at the Holt Memorial Library.

Taylor made a motion to adjourn the meeting at 7:55pm. Seconded by Barnett. Motion carried.

Respectfully submitted,
Michele Reese, Office Manager