

Community Library of Castle Shannon
Board of Trustees Meeting Minutes
Thursday, May 12, 2022

Meeting: Donna Phillips presided and called the regular meeting of the Board of Trustees to order at 7:00 PM. Ms. Myrah joined the meeting at 7:30

Opening: The meeting opened with a prayer and the Pledge of Allegiance.

Roll Call: The following members were in attendance: Donece Janiak, Marian Randazzo, Jennifer Shushnar, Diane Fabry, Donna Phillips, Heather Myrah (Library Director).

Meeting Minutes: The minutes of the April 7 trustee meeting were presented. Marian Randazzo motioned to approve the minutes. Jennifer Shushnar seconded; all in favor, motion carried.

Library Finance Report: The Library Finance Report as of April 2022 was reviewed. Marian Randazzo motioned to approved. Jennifer Shushnar seconded; all in favor, motion carried.

Castle Shannon Library Children and Youth Services Report: Amber Morgan-Opitz, the Children and Youth Services Coordinator, who was not in attendance, did provide the board with a Youth Service Department goals report that covered program information. The summer reading program will begin with a kick-off party on June 9th at Noon. The theme for the upcoming summer reading program is “Oceans of Possibilities”.

Library Director’s Report: Heather Myrah presented her April, 2022 update report for the board. The report included patron participation numbers for library programs, schedule information for current and upcoming adult programs, and dates for upcoming professional meetings. General board notes related to specific library operations and issues were also presented and discussed. Highlights include:

- Meeting with Senator Brewster’s Office was held on May 10th.
- Library Advisory Council meeting was held today, Thursday, May 12th.

Report of President and/or Trustees: None.

Policy Work: None.

Report of Standing Committees: None.

Old Business: None.

New Business:

- Allegheny County Library Association created a Community Responsiveness Survey which was discussed
- There have been some glitches with the library's website that are still not resolved but being worked on
- Fundraising for the Library was discussed. Currently, there are none planned except for the most recent one at Chipotle.
- Janelle Filson and the Girl Scouts have offered to build a blessing box to be placed at the library.
- Amber Morgan-Opitz will attend the June 2nd meeting to discuss the summer programs as well as any other updates.
- A part-time Program Coordinator position was posted and will be until filled.

Friends Report: None.

Correspondence:

- Thank You notes from Arla and Janet were received. Ms. Myrah will scan and send them to the board to read.
- A letter and resume of an applicant for one of the Board of Trustee position was received and copies given to the board to review. It was agreed that Donna will reach out to her to schedule an interview for the position.

Adjournment: There being no further business to come before the Board, Marian Randazzo moved to adjourn the meeting and Jennifer Shushnar seconded; all in favor, motion carried. Board adjourned at 9:03 pm.

Respectfully submitted,

Diane Fabry
Board Secretary