



Mifflin County Library
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We satisfy curious minds

Mifflin County Library Board of Directors Meeting Minutes

Tuesday, August 20th at 5:15 p.m.

Attendance: Tim Dunmire, Roxie Garrett, Shelby Liebegott, Jessica Nail, Mary Ann Stratton, Chris Wagner, and Margy Zook.

Staff: Susan Miriello, Mary Rieffannacht, Kelly Rodenbaugh, Shelly Sweigart.

Excused: Rachael Steinbach, Angela Swartzentruber.

Commissioner: Kevin Kodish, MC Commissioner.

Guests: Lisa Parks.

Meeting was called to order at 5:12 p.m., by MCL Board President, Chris Wagner.

Minutes

June minutes were previously approved via eVote on June 26, 2024.

Financials

The financial pages were discussed. It was explained that the new item, Cash On Hand, is a combination of cash drawer monies and petty cash from closing the library; upon reopening we will put these funds back into their respective uses. It was noted the increase in expenses in July was due to paying the auditors. The municipality allocations, fingerprinting stipend and interest rates were discussed. In the absence of a book sale and mini golf to raise funds, the higher interest rates are helping the library.

The 2023 audit is completed. The audit went well because it was worked on all year. There were no reported audit findings for 2023. As with most small business, segregation of duties was noted but a number of controls are in place to mitigate risk.

The board discussed a CD that matures in August. Tim Dunmire and Commissioner Kodish discussed the commissioners funding of the library project. Commissioner Kodish recommended rolling the CD over while interest rates are still elevated. Margy Zook made a motion for Susan to shop locally for a good CD rate and to roll this CD over; motion seconded by Tim Dunmire.

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Susan has begun the work for the 2025 budget.

Policy Review

No policies were presented for review.

Updates

Renovations:

- There are photos on display on the table showing current renovations.
- Learning new lingo, such as, the Community Room will be the Multi-Purpose Room; the East Wing (adult fiction); the North Wing (biographies and current Children's Room) and Central Core (circulation desk). The architect is happy with the progress.
- The architect has voiced he would like to complete some of the Phase II projects while the main floor of the library is already torn apart. Commissioner Kodish informed the board that the MC Commissioners are in the process of gathering cost estimates for this work. All parties involved recognize that completing this Phase II work would prevent another future shutdown of services at MCL, benefiting both patrons and staff alike.

Lockers and Kish Services:

- The use of the lockers by patrons at Lewistown has been well received. As well as the use of automatic renewals.
- Our statistics at Kish have doubled due to Summer Reading Program, children's activities and more of the Lewistown patrons are visiting Kish. We have seen record number days, on more than one occasion of patrons visiting the Kish branch.

Office of Commonwealth Libraries:

- Our waiver for the staff shortfall has been approved.
- Susan has spoken with them regarding our renovations and the closure at Lewistown. They are both excited and supportive of our changes. They like the use of our locker system, that we now have a cell phone to remain accessible to our patrons and the availability of Libby.
- At some future date, the grant person from the Office of Commonwealth Libraries would like to visit and see our progress with the renovation process.

Public Comment

None.

Executive Session

Before going into executive session, Chris Wagner asked if another staff member has been added to the Kish staff due to the recent resignation. Susan informed him that the next most senior staff member was now working at that branch. A motion was made by Roxie Garrett and seconded by Jessica Nail for the board to go into executive session to discuss the union CBA negotiations. A motion was made by Jessica Nail and seconded by Shelby Liebegott to exit the executive session.

Adjournment

A motion was made by Roxie Garrett and seconded by Margy Zook to adjourn the meeting. Motion carried. The meeting was adjourned at 5:48 p.m.

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The next board meeting will be September 17 at 5:15pm.

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