



Mifflin County Library  
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*We satisfy curious minds*

### **Mifflin County Library Board of Directors Meeting Minutes**

Tuesday, March 18, 2025, at 5:00 p.m.

Attendance: Tim Dunmire, Roxie Garrett, Wendy Hinkson, Shelby Liebegott, Jessica Nail, Margy Zook.

Excused Absence: Alan Kratzer, Rachael Steinbach, Mary Ann Stratton.

Mifflin County Commissioner: Kevin Kodish.

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

Guest: Lisa Parks.

The meeting was called to order at 4:58 p.m. by President, Roxie Garrett.

#### **Minutes**

February 2025 minutes were presented to the board. Shelby Liebegott made a motion to accept the minutes as written, seconded by Margy Zook. Motion carried.

#### **Financials**

The financial pages were reviewed by the board members. There was discussion regarding our tech update and budget items associated with technology, as well as internet fiber. The MCS Bank CD came due for renewal and was renewed at 4% for 7 months. Susan asks that the board keep in mind that this CD could potentially be used to replace the tables in the community room that did not make it through construction due to their age.

#### **Review**

The board reviewed MCL's Strategic Plan and reviewed how some of the repair/replacement items on this plan have been taken care of by renovation. It was noted that automatic doors were not a code requirement for our building and that we are also keeping up with the Kish Library, who now has voice mail and a new copier.

2024 By the Numbers for MCL was given to the board. It is noteworthy that even with a complete shutdown of the Lewistown Library, we still checked out 56,467 books in 2024. New patron cards increased by 3%. Our collection size still meets the requirements for state standards which we have maintained while being closed.

#### **Updates**

- **Renovations:** Patrons and staff alike are very pleased and thankful for the renovations.

- Phone (Landline): As of today, we have a new landline system that is internet based through MC Wireless and the county.
- Secure Faxing: We have been unable to send or receive faxes until today because of a phone line issue. Aaron, from RBA, has now set the library up with a secure fax system that will enable us to both send and receive faxes in a more secure way.
- Tables in the North Wing: Currently there are not tables available for public use in the North Wing of the library. We have added two individual workstations to this wing. In a few months we will need to empty this wing of all contents due to the beginning of Phase 2 construction, therefore we hesitate to add more to this area.
- Fingerprinting: We will resume fingerprinting this week. Our last stipend check was over \$800.
- Policy Review: We need to return to updating our policies. Now that we no longer have Useful, we will need to update the policy regarding computer access.
- Employment: Shelly has just offered the first of our three vacancies to someone who is eager to join our staff and help with fingerprinting.

#### **Public Comments**

Tim Dunmire commented on the placement of the new sticker on the spine of books that are less than six months old. After discussion, Susan will investigate other options, however, the new sticker is needed for staff use.

#### **Executive Session**

A motion was made by Wendy Hinkson and seconded by Jessica Nail that the board enter executive session to discuss the CBA. Margy Zook made a motion to exit the executive session which was seconded by Tim Dunmire. Motion carried.

During executive session, Susan was directed by the board to follow the CBA as written, even though there is concern over the issuance and legality of compensatory time.

#### **Adjournment**

A motion was made by Jessica Nail and seconded by Shelby Liebegott to adjourn the meeting. Motion carried. Meeting adjourned at 5:35 p.m.

***Next board meeting will be on April 15, 2025 @ 5:00 p.m. at the Mifflin County Library.***