

Grove City Community Library

Board Minutes

June 13, 2025

(1) Board Members attending: Carla Ligo, Dave Kershaw, Sarah Johnston, Heather Leskanic, Melissa Broerman

Absent/Excused: Zack Bombatch, Vince DiStasi, Meghann Kelly, Lydia Speice

Interim Director attending: Scott Amon

Employees Attending: none

Guests Attending: Grace Barber, Aaron Cowan, August Cowan, Rachel

Verbois

(2) Carla called the meeting to order at 6:40 p.m. Five board members present, constituting a quorum.

(3) Minutes for April and May were approved following a motion by Dave and second from Melissa. Motion carried; none opposed.

(4) Bills Paid/To Be Paid: Scott said he is anticipating \$12,500 for expenses in upcoming cycle. Scott had provided board members with spreadsheet detailing all bills for review. Efforts are continuing to be made amongst staff and board to address financial shortfall/budget constraints at GCCL. It was noted that the Cintas contract for the cleaning/replacement of front entry mat (every other month) was renewed in 2023 and extends thru 2026. Discussed possible purchase of a disc cleaner for the library. We currently lease a machine at a cost of \$25/mth, which includes maintenance plus cleaning solution. Carla checked online and found some new models available for less than \$100. Also looking into possibly bundling phone and Internet in one package thru Armstrong. Sarah made motion to approve bills paid/to be paid for May and June; Dave seconded. Motion carried; none opposed.

(5) President's Report (from Carla):

- Carla helped with summer reading program signups this week. She said she handed out a lot of bookmarks with the Zeffy QR code in effort to get more patrons making monthly donations to the library.
- A script was prepared for staff to use when checking books out for patrons, to help them be better prepared with talking points.
- Planning to display online merch store items (Tshirts, totes, mugs, etc.) in library to help increase sales. Also need to display a printout of what people can buy.
- The mystery theater event at the library (presented by GCHS thespian students) went very well with about 25 in attendance. This event brought in \$261 for the library. Carla said the students enjoyed it and plan to do it again.
- Grove City Community Foundation board meeting was productive. There will be money earmarked for the library. And the library will be part of the PA/OH Gives Week donation initiative.

(6) Treasurer's Report (from Sarah): Statement of activity for May 1-31 shows \$16,435.49 in income. However, this number is misleading since it includes the \$10,000 American Library Association grant the library received for a new outdoor, stand-alone book drop. Total for expenses for that period was \$12,795.59 which includes \$10,983.98 for payroll and \$1,257.94 for operating expenses. Sarah said we are now on the non-profit version of QuickBooks, which is less expensive at \$75/mth.

(7) Library Director's Report (from Scott):

- Email sent to 1,100 patrons in effort to increase Zeffy contributors. Currently have 29 monthly donors for an additional \$647/mth in revenues for library. Goal is 75 donors by the end of summer. Another email is expected to be sent out early July.
- There is a buyout copier option of \$4,986.61. The company is willing to work with us. Currently paying \$331/mth for copier but could get that down to \$190/mth if we make some reasonable adjustments.
- AmTrust past payments. We have possibly overpaid the last few years. Working with Anderson Insurance to correct the issue.

- New bookdrop unit should be finished and in operation by end of summer. Boro to pour cement pad at site.
- Jim Highland is assisting library with CEARSA grant, a collaboration amongst 3 organizations.
- Barbara McGary and Andrew Henley planning to attend board's July mtg to discuss strategy for regaining financial stability.
- GCCL will be closed July 4th for holiday.

(8) Children's Programming/Fundraising update (from Heather Baker):

- As of today, we have 163 youth signed up for the Summer Reading Program. Anticipating between 300 and 350 youth total to participate this season.
- The bake sale, which helped kick off summer reading, raised \$1,474.09 in profit. This was only \$50 less than last year's June bake sale.
- Two separate pop-up sales have been conducted at the library this summer, the first being children's books and the second DVDs. The children's book sale brought in \$580 in two weeks and the DVD sale (charging \$1 per DVD), which will wrap up tomorrow, has brought in \$619. 😊 Additional sales are being planned throughout the summer.

(9) Friends of the Library Report: The Gift Card Extravaganza fundraiser is going well thus far, with \$1,270 in recorded ticket sales. Melissa B. said they will continue to collect gift cards from businesses through the end of this month. There will be a live raffle event Aug. 1 on Facebook. Also being planned is a prize bingo event on Nov. 8 at the Pine Twp fire hall with purses and power tools expected to be featured as prizes. A second casino night is being planned for January 2026. And, the group hosts trivia nights at the library on the third Wednesday of each month. This month's theme is "Gilmore Girls."

(10) New Business: Board members addressed concerns from area residents and library patrons Aaron Cowan, Grace Barber, and Rachel Verbois concerning the library's financial crisis. The Sharon Herald and Allied news published a new story on the situation. Carla said the cost of

everything is up, but the library's income has remained static. Library officials are investigating ways to add new streams of income. A possible tax levy has been suggested. The Zeffy monthly donation initiative is gaining some momentum. Carla said she plans to speak with the new president of Grove City College in the near future to build on that collaboration. GCC students use our library regularly and are eligible for free library cards while Heather B. provides programs for the preschool children. The library has multiple fundraisers planned throughout the year, including the summer bake sale, used book sale in September, gift basket raffles, soup and sandwich sales, spaghetti supper, and Christmas cookie sale. The theft case against the library's former director is in the hands of the Mercer Co. District Attorney's office. Melissa B., who joined the board last fall, indicated there is much blame directed at former director Amy Gallagher relative to the current fiscal crisis. However, Melissa said she considers the board as also being responsible. Carla, who took over as president last year, and staff have implemented new safeguards to help improve financial accountability and tracking. For example, Scott provides the board with spreadsheets detailing all billing amounts each month. Ms. Barber expressed appreciation for the volunteer trustees' dedication and hard work in helping the library.

(11) Meeting adjourned at 8:30 p.m.

Minutes submitted by Heather Leskanic, board secretary, on July 2, 2025.