



# Library Advisory Board Meeting

Monday, October 20, 2025  
12:30pm via Zoom

## MINUTES

**Members Present:** Adam Groves, Mari Howells, Kara Murphy, Sarah Bennett, Annie Rosenthal, Mary Fischer, Kim Grove, Jennifer Kubiak, Jennifer Kubiak, Quyen Aoh

**Members Absent:** N/A

**Others Present:** Jessica Spitulski, A.J. Rao, Alyssa Johnson, Ann Hippely

### 1. Call to Order

Meeting called to order by President at 12:32pm; Quorum reached.

### 2. Approval of Minutes

Sarah motioned to approve the September minutes. Jen seconded. Motion passed 9-0.

### 3. Public Comment (Limit to 15 Minutes)

No public comments

### 4. Library Reports

#### a. Report of the Director- Jessica Spitulski

Library will be closed Veterans Day (November 11, 2025)

#### Staffing updates

- 4 new clerks, 2 at Blasco, 1 in book mobile and 1 floater
- Welcomed Casey Belcko in Circulation
- Rachel Feretti promoted to Fiscal Technician Role

#### Construction updates

- Stairs still waiting for materials
- CLEER opened the first week of October. All feedback has been neutral or positive.
- PENNDOT construction – working through some traffic/pedestrian safety issues, waiting on pedestrian lights to be installed

- Children’s Library Construction project underway –
  - Children’s library will be closed for 3 months
  - Once prelim design is completed (late 2025, early 2026) public input sessions will be held
  - Waiting for state budget updates

Library employees completed a full day training on safety and emergency training earlier this month. The State Library Association is holding a conference at the Bayfront Convention Center. 13 members will be attending.

b. Staff Reports –

i. Alyssa Johnson (Summer programming)

- Selected by Neighborhood Forest for a free succulent program
  - a. Online registration for parents
- Decodable books initiative,
  - a. Partnership with Harborcreek School District
  - b. Supports reinforced learning

c. Review of Financial Report- Jessica Spitulski

Increase in utility costs. Communicating with County Council about budget. Reviewed financial report, provided in agenda.

d. Statistical and other Reports- Jessica Spitulski

Reviewed statistics provided in agenda.

e. Review of the District Consultant- Jessica Spitulski

Continuing to work w/ the budget in regard to state aid. Planning for next year anticipating budget to be flat, also planning for contingencies.

Discussion

Adam: Is there any friction with the opening of CLEER?

No. It's brought a lot of positive feedback. We have the only science on a sphere open to the public.

PA Library Association Conference – Library employees also presenting, not just attending.

## 5. Board and Committee Reports

a. Report of County Council Liaison- Councilman Horton

No report.

b. Report of Friends of the Library- Ann Hippely

- Book sale was successful and well-attended despite construction concerns.
- Next Book Lovers Sale in February
- Annual Meeting Monday, October 27, at 6:30pm, all welcome
- Membership drive will be opening

c. Report of ERLF- Mark Inscho

No report

## 6. Unfinished Business-

- a. Election of Officers, vote will be held at November's meeting. Kara presented the nomination slate:
  - i. Mary Fischer – President
  - ii. Mari Howells – Vice President
  - iii. Quyen Aoh – Secretary
  
- b. Annual Workshop Session
  - i. Planning to be held in Q1 (Late Jan / early Feb)
  - ii. Commonwealth Libraries to present in person

## 7. New Business

None.

## 8. Adjournment

9. Mari motioned to adjourn the meeting. Kim seconded. Motion passed 10-0.  
Meeting adjourned at 1:17pm.

## 10. Appendix

- a. [Announcements](#) – **see agenda**