

**Ridgway Public Library**  
**Board of Directors Meeting Minutes**  
**February 26, 2025**

**Attendance**

Present: Bea Terbovich, Suzanne Wolfe, Jessica Pontious, Steven Brazinski, Veronica Joiner, Steve Cleveland and Jessica Wonderly, Director.

Excused: Jane Bryndel

The meeting was opened by President Steven Brazinski.

**Minutes:** The January minutes were approved with the edit of updating “moron” to “motion”.

**Director’s Report:**

- Highest January attendance since we’ve been recording!
- Jess W. working on Annual Report and working on Quickbooks
- Children’s Programming
  - 38 attendees for Chinese New Year Story Time
- Game Club
  - 2 attendees
- Adult Programming
  - 4 of the fly-tying classes
  - Steve B. looked into fly casting class
  - Library After Dark - first event! Good response overall
- Attendance slightly down because of sickness
- Jake Mercer has been covering events for the Ridgway Record
- March 12<sup>th</sup> – meeting with Fritz Lecker to discuss social worker for Elk County Libraries
- May 2<sup>nd</sup> – make your own corsage / boutonniere with students for Prom
- April 17<sup>th</sup> – next Library After Dark event
  - Stouts & Scouts - partnering with Brew Bank
- Liberty Bell - timing TBD, but will be this summer
- Tia finalizing Summer Reading Program – “Color my World” is theme
- Summer Planning:
  - Stop motion animation station with film festival at the end of the summer
  - Book Clubs on hiatus, but will have Cookbook Club
  - Needlework will meet on the Porch
  - Keystone Elk County Alliance interested in hosting event
- Bea made motion to approve Director’s Report. Ronni seconded. Motion carried.

**Treasurer’s Report:**

- Steve C. reviewed the totals in the various accounts
- For CD, we have check for \$95,620.24; have cashed it out

- We have option to go to NexTier Bank that has 4.75% rate for \$100K in Money Market Account for between now and December 31<sup>st</sup>
  - Mike Aiello Jr. would be connection
  - Northwest has best rate now locally, but not as high as NexTier
  - Steve C. recommended adding in additional funds to get it to \$100K and submit it to NexTier
    - To do this, would need Articles of Organization, Bylaws and EIN Number
  - Steve C. made the motion to move \$100K to NexTier. Suzanne seconded. Motion carried.
- Steve B. recommended reaching out to CNB / Deborah Pontzer to see if they can do anything for us regarding donation

#### **Building Committee:**

- The igniter on the boiler was bad, hence the radiators not running properly. Epic heating came to fix it.
  - Epic giving Library radiator for the third floor; there could also be radiators in the basement we could use
- A community service worker began boxing books in the basement. We're going to get them piled up and then Carl can bring the recycling pallets over to fill up.
- Insulation in ballroom was finished today; Nancy will begin painting
  - Steve B. to discuss waiting on installing the carpet until painting is complete
- Steve B. mentioned adding handicap parking pad to the front of the building while Stager is already pouring the pad
- Board discussed possibly updating the basement
  - Jess W. to discuss with staff as well
  - Discussion still in progress

#### **Finance Committee:**

- E-rate paperwork for 7/2025-6/2026 with Windstream has been submitted on 1/27/2024
- Jessica W. also removed the 3rd party distributor on the West Penn Power bills (put in place in 2015). We should save significantly.

#### **Administrative:**

- 2 PHEAA workers for this summer have been approved for the library.

#### **Grants:**

- Window Replacement: Jess W. working on letter to ECCF for Brent for this + Summer concert money + insulation money
- Varischetti foundation reached out to Jess W. asking more questions.

- Highmark Grant for Yoga on the Lawn (Summer 2025, \$2,900) was approved! This money covers the instruction (\$2k) Ink (\$555), & 72 promotional water bottles (\$317).
- Palumbo (Roof) has committee meetings in February, we'll know by 3/31 whether we got the funding or not.
- ECCF (Borough Grant) was accepted and we will be funded \$9k to finish the side patio for summer speakers/entertainment.
- The Stackpole Hall grant for the \$13k Hall family crest murals was accepted.
- READY Nonprofits – Jess W. submitted an application for a 20 hour/7 week training for Jess W. and Tia that we would then be able to apply for a grant to help with capacity-building projects. We find out if we get into the program by 4/28.
- Jess W. submitted a request to AEDGrant.com for funding for an AED. It's a short turnaround for a pronouncement. So if it's denied, Jess W. will apply for ACT 13.
- Backup for ACT 13 grant is the IT costs \$3700.

#### **Fundraising:**

- Cinch Tournament on 3/2. Jess W. contacted Roberta at the Chamber to spread the word.
- Katie Thompson has offered to do a paint and sip for free 15 people \$20, 10 people are registered.
- Pledges Received:
  - 1/1 Kim & Charlie Jacques \$5,000 (TYS)
  - 1/5 Diana Buehler \$100 (TYS)
  - 1/1 Neil & Nancy Hoffman \$200 (TYS)
- Board to sell Steak Fry tickets for April 12<sup>th</sup> event

#### **Old Business:**

- The artist making the garden kaleidoscope plans on having it completed and shipped in May.

#### **New Business:**

Next Board meeting on March 19, 2025 at 7pm

Motion to adjourn: Steve C. Seconded by Suzanne. Unanimous.