

**ATTENTION:
Beaver County Library System Board Members**

Our next board meeting is scheduled for

**TUESDAY
February 17, 2026
@ 5:00pm**

**Location - BEAVER COUNTY LIBRARY SYSTEM HQ in Center Twp.
Please call Nikki at 724-770-6227 if you cannot attend.**

Mission

To meet the informational, cultural, educational and recreational needs of the residents of Beaver County by consolidating library support services and promoting cooperative efforts in the areas of funding, resource sharing, and library development.

Vision

To provide information, resources, programs, and services that offer opportunities for lifelong learning and that enrich and enhance the quality of life of Beaver County residents.

AGENDA

1. Call to Order
2. Approval of Minutes
3. Approval of Bills
4. Director's Report
5. Business (Old/New)
6. Open Discussion
7. Adjournment

BEAVER COUNTY LIBRARY SYSTEM

BOARD MEETING

January 20, 2026

Board Members Present: Brittney Golden (via Zoom), Roberta Good, Tony Rosatone, Simone Temple, David Wytiaz, Colin Sisk, and Clark Church

Board Members Absent: None

Others Present: Jodi Oliver, Director; Beth Camp, Administrative Assistant

Call to Order: President Simone Temple called the meeting to order and welcomed everyone.

Approval of Minutes:

A motion to approve the minutes of the November meeting was made by Roberta Good, seconded by Tony Rosatone.

Approval of Financial Report:

The Financial report for November and December was reviewed and discussed. A motion for approval was made by David Wytiaz; seconded by Colin Sisk.

Director's Report:

Invoices for 2025 are being paid out of 2025 budget. The county will close its books at the end of February. We are receiving book orders and invoices for materials ordered in October, November and December.

State Aid payments were distributed to member libraries last week. Payments included a 7.1% increase from last year's amounts.

Jodi provided a brief overview of the Affiliation Agreement and System Standards and recommended no changes at this time. The board was asked whether they propose any changes; none were suggested.

The new online calendar was launched today. Mark provided a training for library staff at CCBC last week.

Jodi passed out the Standards for User Conduct policy for the board to review and suggest changes. The board will review it and consider approval at the February meeting.

Business (old/new):

Open Discussion:

David updated the board on discussions about Midland Library becoming a branch of the B.F. Jones Memorial Library.

Brittney informed the board that CCBC will host their 60th Birthday celebration on August 1. A table will be available to the Library System to promote library programs and services

Adjournment:

A motion to adjourn was made by Simone Temple; seconded by Brittney Golden. The next meeting is scheduled for Tuesday, February 17, 2026, at 5:00.

Respectfully submitted,

Jodi Oliver, Director

Beaver County Library System Budget 2025

Revenue: State/local Aid	Budget	Amended Budget	December	Revenue YTD	Balance	% Received
State Aid	\$813,208.00	\$813,208.00	\$0.00	\$813,208.54	\$0.54	100.00%
Library - Misc Reimbursement	\$19,356.00	\$32,515.00	\$0.00	\$33,500.58	\$985.58	103.03%
Chippewa Township	\$45,000.00	\$46,081.00	\$334.90	\$46,142.16	\$61.16	100.13%
Misc./Fines/fees	\$3,500.00	\$3,500.00	\$115.00	\$2,453.06	-\$1,046.94	70.09%
Program Income	\$1,000.00	\$1,000.00	\$0.00	\$1,000.00	\$0.00	100.00%
Total	\$882,064.00	\$896,304.00	\$449.90	\$896,304.34	\$0.34	100.00%
Expenses: State/local Aid						
Expenses: State/local Aid	Budget	Amended Budget	November	Expenses YTD	Balance	% Used
Advertising	\$1,000.00	\$2,899.00	\$2,777.22	\$2,898.21	\$0.79	99.97%
Books	\$70,683.00	\$81,749.00	\$21,095.78	\$81,748.15	\$0.85	100.00%
Computer Software	\$3,600.00	\$9,743.00	\$3,500.00	\$9,742.72	\$0.28	100.00%
Contracted Services	\$10,000.00	\$7,700.00	\$0.00	\$7,700.00	\$0.00	100.00%
Contracted Services (Grant)	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
Dues	\$1,200.00	\$1,226.00	\$0.00	\$1,226.00	\$0.00	100.00%
Electric	\$3,000.00	\$2,391.00	\$202.40	\$2,390.63	\$0.37	99.98%
Gas	\$500.00	\$486.00	\$53.02	\$485.75	\$0.25	99.95%
Gasoline	\$4,300.00	\$3,406.00	\$586.05	\$3,405.40	\$0.60	99.98%
Maintenance Agreements	\$27,962.00	\$27,873.00	\$0.00	\$27,873.00	\$0.00	100.00%
Minor Equipment	\$20,000.00	\$12,923.00	\$1,857.49	\$12,922.97	\$0.03	100.00%
Office/Program Supplies	\$15,203.00	\$19,798.00	\$3,316.30	\$19,797.91	\$0.09	100.00%
Other Expenses	\$16,800.00	\$22,270.00	\$1,536.12	\$22,269.20	\$0.80	100.00%
Postage	\$300.00	\$464.00	\$0.00	\$463.60	\$0.40	99.91%
Rent	\$36,600.00	\$36,600.00	\$0.00	\$36,600.00	\$0.00	100.00%
State Aid to Libraries	\$485,557.00	\$485,557.00	\$0.00	\$485,556.00	\$1.00	100.00%
Telecommunications	\$7,000.00	\$6,958.00	\$525.17	\$6,957.70	\$0.30	100.00%
Travel	\$4,000.00	\$3,407.00	\$189.70	\$3,406.06	\$0.94	99.97%
Vehicles Repairs	\$3,000.00	\$1,796.00	\$113.42	\$1,795.67	\$0.33	99.98%
Full-time	\$78,617.00	\$84,466.00	\$12,308.49	\$84,465.50	\$0.50	100.00%
Part-time /Other Wages	\$50,151.00	\$43,369.00	\$4,821.15	\$43,368.85	\$0.15	100.00%
Benefits/Taxes	\$42,591.00	\$43,142.00	\$11,197.28	\$43,136.03	\$5.97	99.99%
Total	\$882,064.00	\$898,223.00	\$64,079.59	\$898,209.35	\$13.65	100.00%
Difference Rev./Exp.	\$0.00	-\$1,919.00		-\$1,905.01		
Expenses: County Budget						
Expenses: County Budget	Budget	Amended Budget	November	Expenses YTD	Balance	% Used
Payments to Libraries	\$135,000.00	\$131,648.00	\$0.00	\$131,647.64	\$0.36	100.00%
eBooks	\$0.00	\$3,352.00	\$0.00	\$3,351.75	\$0.25	99.99%
Full Times Wages	\$278,270.00	\$278,270.00	\$22,351.27	\$291,529.25	-\$13,259.25	104.76%
Part Time Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
Benefits/Taxes	\$122,453.00	\$122,453.00	\$8,572.27	\$127,204.52	-\$4,751.52	103.88%
Total	\$535,723.00	\$535,723.00	\$30,923.54	\$553,733.16	-\$18,010.16	103.36%

Beaver County Library System Budget 2026

Revenue: State/local Aid	Budget	Amended Budget	January	Revenue YTD	Balance	% Received
State Aid	\$813,208.00	\$870,908.00	\$0.00	\$870,907.46	-\$0.54	100.00%
Library - Misc Reimbursement	\$19,715.00	\$19,715.00	\$0.00	\$0.00	-\$19,715.00	0.00%
Chippewa Township	\$45,000.00	\$45,000.00	\$894.73	\$197.10	-\$44,802.90	0.44%
Misc./Fines/fees	\$3,500.00	\$3,500.00	\$589.24	\$290.00	-\$3,210.00	8.29%
Program Income	\$1,000.00	\$1,000.00	\$0.00	\$0.00	-\$1,000.00	0.00%
Total	\$882,423.00	\$940,123.00	\$1,483.97	\$871,394.56	-\$68,728.44	92.69%
Expenses: State/local Aid						
	Budget	Amended Budget	January	Expenses YTD	Balance	% Used
Advertising	\$1,000.00	\$1,000.00	\$24.99	\$0.00	\$1,000.00	0.00%
Books	\$75,918.00	\$82,818.00	\$7,284.41	\$2,607.85	\$80,210.15	3.15%
Computer Software	\$6,000.00	\$6,000.00	\$0.00	\$0.00	\$6,000.00	0.00%
Contracted Services	\$10,000.00	\$12,000.00	\$0.00	\$0.00	\$12,000.00	0.00%
Dues	\$1,200.00	\$1,200.00	\$0.00	\$675.00	\$525.00	56.25%
Electric	\$2,900.00	\$2,900.00	\$237.18	\$198.29	\$2,701.71	6.84%
Gas	\$500.00	\$500.00	\$21.96	\$0.00	\$500.00	0.00%
Gasoline	\$4,000.00	\$4,000.00	\$308.56	\$0.00	\$4,000.00	0.00%
Maintenance Agreements	\$28,204.00	\$28,204.00	\$0.00	\$27,000.00	\$1,204.00	95.73%
Minor Equipment	\$12,000.00	\$12,000.00	\$0.00	\$249.99	\$11,750.01	2.08%
Office/Program Supplies	\$11,720.00	\$18,068.00	\$1,757.82	\$18.87	\$18,049.13	0.10%
Other Expenses	\$12,000.00	\$20,000.00	\$2,374.76	\$0.00	\$20,000.00	0.00%
Postage	\$450.00	\$450.00	\$93.60	\$0.00	\$450.00	0.00%
Rent	\$37,500.00	\$37,500.00	\$3,050.00	\$6,250.00	\$31,250.00	16.67%
State Aid to Libraries	\$485,557.00	\$520,009.00	\$0.00	\$520,008.19	\$0.81	100.00%
Telecommunications	\$5,610.00	\$5,610.00	\$675.60	\$524.57	\$5,085.43	9.35%
Travel	\$4,000.00	\$4,000.00	\$0.00	\$0.00	\$4,000.00	0.00%
Vehicles Repairs	\$2,500.00	\$2,500.00	\$0.00	\$0.00	\$2,500.00	0.00%
Full-time	\$84,216.00	\$84,216.00	\$6,478.16	\$3,886.90	\$80,329.10	4.62%
Part-time /Other Wages	\$53,418.00	\$53,418.00	\$3,125.75	\$3,147.12	\$50,270.88	5.89%
Benefits/Taxes	\$43,730.00	\$43,730.00	\$2,844.07	\$2,560.30	\$41,169.70	5.85%
Total	\$882,423.00	\$940,123.00	\$28,276.86	\$567,127.08	\$372,995.92	60.32%
Difference Rev./Exp.	\$0.00	\$0.00		\$304,267.48		
Expenses: County Budget						
	Budget	Amended Budget	January	Expenses YTD	Balance	% Used
Payments to Libraries	\$135,000.00	\$135,000.00	\$0.00	\$0.00	\$135,000.00	0.00%
Full Times Wages	\$293,933.00	\$293,933.00	\$22,351.23	\$13,616.66	\$280,316.34	4.63%
Part Time Wages	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	---
Benefits/Taxes	\$135,585.00	\$135,585.00	\$8,195.48	\$20,946.77	\$114,638.23	15.45%
Total	\$564,518.00	\$564,518.00	\$30,546.71	\$34,563.43	\$529,954.57	6.12%

Beaver County Library System Programs & Activities 2026

January	<u>Chippewa Outreach</u>	<u>Center Express / Program Coord.</u>	<u>YTD</u>
IN-PERSON ONSITE PROGRAMS:			
# of preschool programs	3		3
Attendance	77		77
# of school-age programs			0
Attendance			0
# of young adult programs	1		1
Attendance	15		15
# of Adult programs	3		3
Attendance	35		35
IN-PERSON OFFSITE Program:			
# of preschool programs			0
Attendance			0
# of school-age programs			0
Attendance			0
# of young adult programs		4	4
Attendance		25	25
# of Adult programs		4	4
Attendance		25	25
LIVE- VIRTUAL PROGRAMS:			
# of preschool programs			0
Attendance			0
# of school-age programs			0
Attendance			0
# of young adult programs			0
Attendance			0
# of Adult programs			0
Attendance			0
RECORDED PROGRAMS:			
Number of Recorded Programs			0
Total Views			
GENERAL INTEREST PROGRAMS:			
# of programs	1		1
Attendance	19		19
# of programs			0
SELF-DIRECTED/PASSIVE ACTIVITIES:			
# of programs	11	2	13
Attendance	192	62	254
TOTAL # OF PROGRAMS	19	10	29
TOTAL ATTENDANCE	338	112	450

MEMBER LIBRARIES' PROGRAMS & ACTIVITIES 2026

	Jan	Feb	Mar	Apr	May	Jun	YTD
IN-PERSON ONSITE PROGRAMS:							
# of preschool programs	25						25
Attendance	303						303
# of school-age programs	5						5
Attendance	22						22
# of young adult programs	5						5
Attendance	32						32
# of Adult programs	18						18
Attendance	148						148
IN-PERSON OFFSITE PROGRAMS:							
# of preschool programs	0						0
Attendance	0						0
# of school-age programs	0						0
Attendance	0						0
# of young adult programs	0						0
Attendance	0						0
# of Adult programs	0						0
Attendance	0						0
LIVE- VIRTUAL PROGRAMS:							
# of preschool programs	0						0
Attendance	0						0
# of school-age programs	0						0
Attendance	0						0
# of young adult programs	0						0
Attendance	0						0
# of Adult programs	0						0
Attendance	0						0
0							
# of preschool programs	0						0
Attendance	0						0
# of school-age programs	0						0
Attendance	0						0
# of young adult programs	0						0
Attendance	0						0
# of Adult programs	0						0
Attendance	0						0
GENERAL INTEREST PROGRAMS:							
# of programs	0						0
Attendance	0						0
0							
# of programs	0						0
Lunch / Snack programs							
# of programs	0						0
Attendance	0						0
SELF-DIRECTED/PASSIVE:							
# of programs	20						20
Attendance	72						72
TOTAL # OF PROGRAMS	73						73
TOTAL ATTENDANCE	577						577

**Beaver County Library System
Director's Report
January**

- 2025 Budget: Invoices continue to be paid out of 2025 budget. The county will close the 2025 budget at the end of February. All invoices for the 2025 budget have been submitted. Next month's financial report will reflect the final 2025 numbers.
- 2026 Budget: Major expenses this month included \$27,000 for Evolve, our library automation system, and \$520,008.19 for state aid payment to member libraries.
- Nikki Labelle, who replaced Beth Camp, started on January 21. Training has been focused on processing invoices and verification of payments in New World (county's financial system).
- 2026 Affiliation Agreements and System Standards were sent to library directors and board presidents. Signature pages need signed and returned to me and then agreements will be submitted to county for resolution. County aid is based on libraries meeting standards for previous year. I am reviewing 2025 standards to confirm compliance and will verify that libraries met the 12% collection standard once their 2025 state annual reports are completed.
- State annual report are now open and are due by March 2nd. Forms for supporting documentation have been sent to the county and Chippewa Township.
- Ingram book orders are back on schedule and shipments have been received in a timely manner.
- I prepared a spreadsheet with breakdown of statistics by library and municipalities (see attachment). The report will be reviewed at the board meeting.
- The online library calendar was launched on January 20.
- I am working on a SharePoint site for clerks to access PR materials. A PR request form and an email group for clerks are being created to help improve communication and workflow.
- Resolution for system-wide access to Candid's Foundation Directory Online was approved by the Board of Commissioners. Work is in process of getting access to the directory on their public computer.
- Met with Clark Church, new board member, to provide board orientation and review System operations.

Meetings/Workshops, etc.

Monthly One-on-One meetings with Mark, Courtney, and Heather

1/13 Met with Clark Chuck to provide board orientation

1/14 BCCAN advisory board meeting

1/20 Library System Board meeting

1/28 System & District meeting cancelled due to weather conditions

Chekout & Renewals	AL	AM	BA	BE	BF	Center	CHIP	MI	MO	NB	RO	CCBC	Law	TOTAL
Midland Boro	136	1	2	1,441	14	4	130	3,541	30	13	22	13		5,347
Monaca Boro	615	86	76	4,025	78	83	90	17	6,329	175	119	271	64	12,028
New Brighton Boro	26	10	23	1,788	330	1	75	29	47	7,185	107	133		9,754
New Galilee Boro				27	158		159					23		367
New Sewickley Twp.	18	65	834	1,354	8		764		161	118	166	19		3,507
North Sewickly Twp.	10	24	13	614	508	9	2,023	7	46	775	25	44	12	4,110
Ohioville Boro	321	5		2,662	5	1	701	942	31	101	13	186	1	4,969
Out of County	1,030	600	339	1,287	145	147	2,047	38	1,198	234	61	421	3	7,550
Patterson Heights Boro	6			930	720		429		15	312	36	3		2,451
Patterson Twp.	87	20	14	1,914	1,939	46	2,874		40	264	2	24	6	7,230
Potter Twp.	9	4		351	2	9	31		25					431
Pulaski Twp.	18	26	13	479	39	9	85		26	1,761	20	12		2,488
Raccoon Twp.	1,093	5	23	967	4	81	301	4	6		15	45		2,544
Rochester Boro	101	180	75	2,160	317	6	279	2	94	142	2,845	41		6,242
Rochester Twp.	15	2	19	1,842	67		480		77	192	853	19		3,566
Shippingport Boro				40				11	1			2		54
South Beaver Twp.	7		1	582	56		3,440	14	2	15		6		4,123
South Heights Boro		108	1	8			1							118
Vanport Twp.	5	4	8	2,438	18		10	5	46	6	1	24	1	2,566
West Mayfield Boro	3	1		387	197	8	1,861			17		43		2,517
White Twp.	1			54	465		368		3	59	4	2		956
TOTAL Circulation	39,601	21,067	16,356	96,783	22,523	4,011	53,877	5,426	10,300	18,602	6,265	3,624	300	298,735
Service Area Circulation	27,736	13,753	8,203	48,322	18,743	3,289	37,160	3,985	6,329	13,056	3,660	n/a	n/a	
Out of Service Area Cir.	11,865	7,314	8,153	48,461	3,780	722	16,717	1,441	3,971	5,546	2,605			
Checkouts	18,078	13,745	11,330	85,341	10,612	2,484	32,525	2,773	7,033	11,994	4,119	3,449	245	

Technology Development Report

Mark Stevenson

January - 2026

Website

- Updated information and events
- Library Calendar
 - Launched Library calendar on January 20th
 - Added calendar to the website on many different locations.
 - Worked with staff on last moment issues

Evolve

- Digital application cards – Signature Pads
 - Ongoing
- Worked on usage and maintenance to Evolve ILS system
 - Ongoing staff Help Desk support
- Managed and purchased materials for Cloud Library eBooks and eAudiobooks
 - Ongoing Help Desk support
 - Ongoing eBook purchasing
- Various equipment purchasing, set up and distribution
- Provided Help Desk support to patrons where necessary

Cataloging

- Continued copy cataloging in Evolve
 - 143 items updated (focused on calendar)

Cloud Library

- Continued refining settings to improve Pay Per Use (PPU) experience for patrons.
- eBook and eAudiobook purchasing
- Help Desk support

Computers

- Distributed:
 - 1 computer

Calendar / Event services

- Had "Kick Off" meeting and began working on a launch plan.
- Began manually loading current events onto the new system.

System Services

- (Ongoing) used Bomgar system to remotely fix computer problems from my desk
- (Ongoing) Documenting responsibilities and processes for technology management
- (Ongoing) Maintain Website Usage Stats report
- (Ongoing) Built new computers to replace obsolete equipment
- (Ongoing) Periodic network administration
- (Ongoing) Help desk support for eReaders
- (Ongoing) Purchased of eBooks and eAudiobooks for our digital collection
- (Ongoing) Help Desk support for eBooks, Computers, Printers, et al
- (Ongoing) Continued statistical analysis of Digital Collection to help facilitate continued growth
- (Ongoing) Continued statistical analysis of Website traffic to help improve usefulness

Chippewa Branch Library & Beaver County Outreach Services

Heather Metheny, Manager

Board Report January 2026

In January, our staff accomplished and/or participated in the following:

- Book deliveries & activity/reading programs to senior living communities & daycares/preschools
- Online services, including engaging Facebook posts & sharing e-resources, etc.
- Restocking Little Libraries at Brady's Run Park & Ice Arena & North Sewickley Township Municipal building & Beaver County Housing Authority locations
- Outreach story times at North Sewickley Township
- Passive programs & take 'n makes for all ages
- Morning story times
- Beanstack online reading challenges
- Story hike at Sahli Nature Park
- Two Book Clubs for adults
- Teen-to-go bag
- Puzzle Swap
- DIY Craft Night for adults

Meetings/programs I attended or led this month:

- 1/8 District Youth Services meeting
- 1/13 Friends of the Library meeting
- 1/15 Library Calendar training @ CCBC

The library was closed on Jan. 1st and Jan. 19th for the holidays. The library was closed on Jan. 26th due to the weather.

Statistics	January 2026
Total Checkout	4,476
Adults registered	23
Children & teens registered	3
Deposit collections delivered & Little Libraries filled up	30

January 12, 2026

BCLS Board Report- Programs and Social Media

Prepared by: Courtney Colaizzi

Current Projects:

- Winter Writers Series
- Love Your Library Dinosaur Contest
- 1K Books Before Kindergarten Relaunch

Future Projects

- Storywalk
- 1BBC Author Event & Book Discussion Schedule
- Vision to Learn Mobile Clinic
- Bookmark Design Contest
- Vintage Debbie Tour
- 3 Rivers Con Outreach Event to promote Librarycon
- CCBC Community Day
- Summer Reading/Brag Tags
- Library Card Sign-Up Month
- Librarycon

Tentative Programs & Events:

- Romantasy Panel
- Cryptid Panel
- Remake Learning Critter Hike

Digital Media:

- How do Dinosaurs Love Their Library
- Recorded Library History Tours
- Brag Tag Crawl
- Library History photos
- YouTube Tutorials – Library of Things, Library Calendar, 1k Books Before Kinder.
-

Updates :

- Library Of Things Brochures & Webpage
- 1K Books Before Kinder Brochure & Webpage
- Create Storywalk Webpage

Previous Meetings:

- 1:1 with Jodi
- America 250 Council Meeting
- Youth Services Meeting

Social Media

- Year-Round- Creating, posting, editing, and marketing current projects
- Year round- Engaging and answering questions via Meta Suite

	Follows/Subscribers	Likes	View/Reach
Facebook	3.3K	N/A	97.8k
Instagram	1K	N/A	28k
TikTok	706	6379	2K
YouTube	355	N/A	794