NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
January 27, 2026, 7:00pm
MINUTES

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I. **Call to Order & Roll Call:** The meeting was called to order by Dana Getz at 7:01 PM. Present: Irene Caliendo, Alan Cech, Dana Getz, Noelle Ivankevich, Casey Sample, Mike Smith, and Varshini Sentilkumar. Excused: Sarah Poweska. Also present: Amy Steele, Bob Lukitsch, Kelley Moten, Nicholas Yon, Alexis McKinley, Gilda Arroyo, Alan Shuckrow, Robert Tate, Nathan Babich, Jack Hickerson, PA State Representative Arvind Venkat, PA State Representative Jeremy Shaffer, Allegheny County District 1 Council Representative Kathleen Madonna-Emmerling, Allegheny County District 2 Council Representative Suzanne Filiaggi, Mark Foerster, Bridget Barrett, and Jennifer Rapach.

II. **Comments from the Public:** None.

III. **President's Report: Dana Getz:** Getz discussed the highlights of the past year but encouraged the board to continue to look forward and consider "what's next." Getz acknowledged the considerable contributions to this success by Amy Steele.

IV. **Retirement Acknowledgement:** Steele will retire from her role as Executive Director on February 12, 2026. The following presented citations/proclamations to Amy Steele for her years of service to Northland and the local community: Rep. Arvind Venkat, Rep. Jeremy Shaffer, Bridget Barrett (Chief of Staff to Rep. Emily Kinkead), Allegheny Council Members Suzanne Filiaggi and Kathleen Madonna-Emmerling. Alan Shuckrow thanked Steele for her tremendous contributions to the library. Steele thanked everyone for their recognition. Steele stated that her accomplishments could not have been achieved without an amazing staff and a board of "doers."

V. **Board Reorganization:**

i. **Officers - to be run by Solicitor Gilda Arroyo:** Arroyo took over the Chair. In accordance with Robert's Rules of Order, the following officers were nominated and elected.

1. **President (VOTE):** A nomination was made by Dana Getz to elect Mike Smith as President. There were no other nominations. Nominations were closed. Motion to elect Mike Smith to the position of President of the Northland Public Library Authority Board, unanimously carried.
2. **Vice President (VOTE):** A nomination was made by Casey Sample to elect Sarah Poweska as Vice President. There were no other nominations. Nominations were closed. Motion to elect Sarah Poweska to the position of Vice President of the Northland Public Library Authority Board, unanimously carried.

3. **Secretary (VOTE):** A nomination was made by Irene Caliendo to elect Dana Getz as Secretary. There were no other nominations. Nominations were closed. Motion to elect Dana Getz to the position of Secretary of the Northland Public Library Authority Board, unanimously carried.
4. **Treasurer (VOTE):** A nomination was made by Dana Getz to elect Casey Sample as Treasurer. There were no other nominations. Nominations were closed. Motion to elect Casey Sample to the position of Treasurer of the Northland Public Library Authority Board, unanimously carried.

ii. **Committees**

1. **Building & Grounds –**
    a. **Chair:** Dana Getz
    b. **Board members:** Noelle Ivankevich
    c. **Continuing staff members: Bob Lukitsch, Executive Director, Kim Englert**
    d. **Public Members:** Tom Kosmala
2. **Finance**
    a. **Chair:** Casey Sample
    b. **Board members:** Mike Smith, Alan Cech
    c. **Continuing staff members: Bob Lukitsch, Executive Director, New Staff members: Annemarie Lamperski (Technical Services Manager), Courtney Bonnet (CATS Manager)**
    d. **Municipal Representative – Zachary Filous, Franklin Park**
3. **Governance**
    a. **Chair:** Irene Caliendo
    b. **Board members:** Casey Sample, Mike Smith, Alan Cech
    c. **Continuing staff members: Executive Director, Andrea Georgic.**
4. **Personnel**
    a. **Chair:** Sarah Poweska
    b. **Board Members:** Irene Caliendo
    c. **Continuing staff members: Alexis McKinley, Ellen DiMartini, Rebecca Muñoz, Executive Director. Also includes Sherry Murray, Deputy Solicitor for HR.**
5. **Policy & Planning:**
    a. **Chair:** Dana Getz
    b. **Board Members:** Sarah Poweska, Noelle Ivankevich
    c. **Continuing Staff members: Kelley Moten, Executive Director, New staff members: Raeann MacNeil (CATS Librarian)**

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d. **Continuing members of the public: Jack Murtagh. New Public Member: Karrie Lukin**

6. **ACLA Representative for General Membership meetings on Thursday March 26, Tuesday, June 23 (conflict with NPLA Board meeting) and Wednesday, October 28:**
   a. **Representative:** Casey Sample
   b. **Alternate:** Sarah Poweska

(VOTE) To approve slate for all committees plus ACLA representative: Smith took over the Chair. The 2026 Committee participants are listed above. Motion to accept the Committee appointments and the ACLA Representative appointments as made by the President, duly made by Irene Caliendo and unanimously carried.

VI. New Business:

a. **ADA Restroom update and contract (VOTE) – Amy Steele, Bob Lukitsch:**
   i. **Motion to authorize staff to execute a contract with Clark Contracting via the Keystone Purchasing Network for the ADA restroom on the upper level not to exceed $125,000 and pending solicitor review:** Motion to authorize staff to execute a contract with Clark Contracting via the Keystone Purchasing Network for the ADA restroom on the upper level not to exceed $125,000 and pending solicitor review, duly made by Casey Sample and unanimously carried.

There was an executive session held to discuss a personnel matter.

b. **Interim Executive Director Compensation (VOTE) – Amy Steele, Mike Smith:**
   i. **Motion to set compensation for Kelley Moten as Interim Executive Director at $4,824 per pay period:** Motion to set compensation for Kelley Moten as Interim Executive Director at $4,824 per pay period, duly made by Ms. Sample and unanimously carried.

c. **Jack Buncher Foundation Grant (VOTE) – Amy Steele:**
   i. **Motion to temporarily restrict the $5,000 Jack Buncher Foundation End of Year Grant for CATS signage and Adult Services Furniture:** Motion to temporarily restrict the $5,000 Jack Buncher Foundation End of Year Grant for CATS signage and Adult Services Furniture, duly made by Irene Caliendo and unanimously carried.

d. **Preapproved Vendors list update (VOTE) – Bob Lukitsch:** Motion to accept the Preapproved Vendors list, duly made by Casey Sample and unanimously carried.

VII. New Northland - Entrance/Staircase Project Update: Amy Steele/Bob Lukitsch: Steele highlighted the ribbon cutting, open house, and great public response to the renovation. Some issues with drainage in the parking lot that will

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be addressed in the spring. Safety issue with the interior stair railing that is being addressed with architects. Waiting on credit for the mezzanine carpet.

a. **Grants – update:** Aside from the Keystone Grant, all grant reports have been completed.
b. **Landscaping:** On hold until spring.

VIII. Communications:

a. **Library Marketing & Communications – Nicholas Yon:** Reported the great success of the New Northland opening events. There were 73 attendees at the Ribbon Cutting. There was a line out the door for the Open House for Commonplace Coffee's special promotion. New Northland, and Commonplace at Northland, had extensive media coverage in the *Tribune Review*, WPXI, *Pittsburgh Business Times*, *Pittsburgh Post Gazette*, and *The Uproar*, the student newspaper of North Allegheny Senior High School. Yon acknowledged the cost challenge of increased demand for printed handouts and newsletters due to the New Northland's increased traffic.
b. **Departmental Updates – Kelley Moten:** A 2025 statistic report will be presented next month. Staff are exploring and adjusting to the new spaces.
c. **Foundation – Alexis McKinley, Robert Tate:** Second annual Holiday Gifts Fundraiser raised approximately $4,000. The Year-End Appeal raised about the same amount as last year. The Wish Tree had its best year yet, raising approximately $4,500. Garden Gala 2026: Phantom of the Library tickets go on sale February 1.
d. **Junior Board Member Report – Varshini Senthilkumar:** Senthilkumar spoke on the increase in the Book Nook traffic since the New Northland opened.
e. **Other – Marshall Township:** Marshall Township is generously donating their excess RAD funding – a little over $3,000 – to Northland.

IX. Board Education:

a. **Sunshine Act review – Amy Steele:** Steele reviewed key components of the Sunshine Act including topics such as the "open meetings law," the public nature of the minutes, executive sessions, and printed posting requirements.

X. Unfinished Business: None.

XI. Legal Matters: None.

XII. Consent Agenda (VOTE):

a. **Minutes**
    i. **December 9, 2025 Meeting**
b. **Treasurer's Report**
c. **Executive Director's Report**

Motion to approve the consent agenda, duly made by Casey Sample and carried, 5 votes in favor and 2 abstentions (Cech, Ivankevich).

XIII. Committee and Other Reports:

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i. **Executive Search Ad Hoc Committee:** Getz reviewed the process thus far and noted that the three finalists will be interviewed in person on February 3. Cech asked a few questions about the process.

XIV. Board Comments: Smith thanked Steele for her contributions to Northland including the many improvements that she made for staff over the years and her incredible knowledge of her position. In honor of Steele's last board meeting before her retirement, Moten presented her with a "Certificate of Retirement" in recognition of her years of service and many accomplishments, signed by all five of our municipalities' leaders. Northland's snow plower's truck malfunctioned during the snowstorm. Steele thanked McCandless Township Sanitary Authority (MTSA) for their assistance plowing the lot and thanked Commonplace Coffee for their connections in finding a snow plow replacement.

XV. Comments from the Public: None.

XVI. Adjournment: Motion to adjourn duly made by Irene Caliendo and unanimously carried. The meeting adjourned at 9:05 PM.

Respectfully submitted,

Dana Getz
Secretary

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Treasurer's Report Executive Summary
For the Period ending January 31, 2026

Fiscal Year 2026 has begun and so far the trend in spending is positive. Revenue through January came under Budget (due to the timing of Municipal support payments), while expenses overall came in about 11% under Budget. Cash on the books as of the end of January totaled just over $3.1 million, about $200,000 less than the amount at the same point in 2025 (due to the cost of the construction project). Staff maintains the routine practice of paying close attention to the FNB account balance to make sure any time the balance exceeds the $250,000 FDIC guaranteed amount is minimized. The PLGIT account, while not guaranteed, is invested in very safe short-term government issued debt instruments and remains the repository of the bulk of Northland's cash holdings. Once the Audit is completed and the transfer made to the Capital Savings Account, Staff will likely bring a recommendation to the Board to re-start the practice of using CDs to increase interest income.

The Statement of Financial Position reflects Northland's continued strong cash position which includes a two-month operating reserve totaling $499,784 (based on 2024 total spending, which will be revised after the audit to reflect 2025 expenses), along with a Capital Improvement Fund that held $1,641,874 at the end of January. This is slightly less than last month, but over $500,000 is either still owed to the contractors or needs to be transferred to the operating account to cover prior payments, so Staff will need to be mindful of the need to secure additional Grant funding for other projects to keep the 5-year Capital Improvement Plan on track. Accounts Receivable balance rose to $69,110, due to issuance of the Foundation's Q4 Operating Grant invoice, while Other Current Assets increased to $256 (due to a purchase made on behalf of the Foundation which will be billed on the March invoice). Fixed Assets currently total $5,851,659. Total Assets currently total $9,049,035, about $2,800,000 more than one year ago.

Accounts Payable decreased slightly to $19,287, reflecting decreased shipments from Ingram and Midwest Tape (Northland's primary collection vendors), which are paid in the subsequent month from a statement, due to the sheer volume of invoices these purchases generate. The PLGIT Credit Card balance decreased to $30,390, which is about $11,000 more than the level at this point last year. Staff continues to focus effort on finding ways to increase use of this revenue generating purchasing method, which is becoming more difficult due to so many vendors adopting the practice of charging a "convenience fee" for credit card payments. Other Current Liabilities increased to $358,923 due to increased payroll liabilities at year-end and almost $359,000 in 2025 fiscal year end hold back balances on the Construction Project).

The Statement of Activities (with Budget analysis) shows a slow start on the revenue side – although revenue from the State came in above Budget, and Library Operating Revenues started the year strong. Other areas also remain below budget, such as miscellaneous income and store

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sales. Overall, revenues for the year came in at almost 81% of Budget, totaling $721,054 against a Budget of $883,683 (YTD).

On the Expense side, payroll was under budget by about 11%, while other payroll expenditures (dominated by health insurance) came in about 9% under budget. Collection expenditures were well below Budget, which is typical to start the year, while Programing came in 39% over Budget (due to the purchase of annual subscriptions that are used throughout the year). Other Library Operations accounts came in 55% under Budget while Processing Costs were almost 60% under Budget to start the year. Administration expenditures are currently about 55% below Budget, while Marketing & Communications expenditures were about 25% over Budget. Computer Expense is approximately 9% over Budget. Building Expense is running about 55% above Budget due to larger than anticipated expenditures for Maintenance Supplies and some (unbudgeted) grant funded furniture purchases. Travel & Training is currently about 66% over Budget (due to the deposit on Amy Steele's retirement dinner), while Miscellaneous Expense came in about 22% below Budget. Overall spending was about 11% below Budget.

The Statement of Cash Flows is provided to illustrate how the various balance sheet transactions, in effect, reconcile the Statement of Activities to the Statement of Financial Position. Despite almost $100,000 paid out towards the New Northland project, the Library's cash position increased by about $500,000 for the month.

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Northland Public Library Authority

Statement of Financial Position

As of January 31, 2026

	TOTAL	
	AS OF JAN 31, 2026	AS OF JAN 31, 2025 (PY)
ASSETS		
Current Assets		
Bank Accounts	**$3,128,010.98**	**$3,342,994.62**
Accounts Receivable	**$69,109.83**	**$296.56**
Other Current Assets	**$255.56**	**$36.98**
Total Current Assets	**$3,197,376.37**	**$3,343,328.16**
Fixed Assets		
1300 Property & Equipment	9,202,035.58	5,989,174.58
1905 Accumulated Depreciation	-3,350,376.53	-3,128,460.87
Total Fixed Assets	**$5,851,659.05**	**$2,860,713.71**
TOTAL ASSETS	**$9,049,035.42**	**$6,204,041.87**
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Accounts Payable	**$19,287.27**	**$18,914.22**
Credit Cards	**$30,390.71**	**$19,375.29**
Other Current Liabilities	**$412,254.64**	**$68,894.56**
Total Current Liabilities	**$461,932.62**	**$107,184.07**
Long-Term Liabilities		
2905 Loans Payable	0.00	0.00
Total Long-Term Liabilities	**$0.00**	**$0.00**
Total Liabilities	**$461,932.62**	**$107,184.07**
Equity		
3005 Accumulated Surplus	5,680,628.84	3,178,602.97
3099 Opening Balance Equity	2,425,425.82	2,425,425.82
Net Revenue	481,048.14	492,829.01
Total Equity	**$8,587,102.80**	**$6,096,857.80**
TOTAL LIABILITIES AND EQUITY	**$9,049,035.42**	**$6,204,041.87**

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Northland Public Library Authority

Budget vs. Actuals Report

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
Revenue				
4000 Municipal Support				
4005 Mcpl Support - Bradford Woods	24,879.00	24,879.00	0.00	100.00 %
4010 Mcpl Support - Franklin Park	377,873.00	377,873.00	0.00	100.00 %
4015 Mcpl Support - Marshall	227,787.00	227,787.00	0.00	100.00 %
4020 Mcpl Support - McCandless	692,155.00	692,155.00	0.00	100.00 %
4025 Mcpl Support - Ross	569,692.00	569,692.00	0.00	100.00 %
Total 4000 Municipal Support	**1,892,386.00**	**1,892,386.00**	**0.00**	**100.00 %**
4100 Other Government Support				
4105 State Support	323,443.70	320,215.00	3,228.70	101.01 %
4110 County Support	555,200.14	552,518.00	2,682.14	100.49 %
4115 Table Gaming Revenue	65,298.00	65,000.00	298.00	100.46 %
4120 Federal Support		0.00	0.00	
Total 4100 Other Government Support	**943,941.84**	**937,733.00**	**6,208.84**	**100.66 %**
4200 Grants & Donations				
4205 Foundation Grants	509,925.06	265,000.00	244,925.06	192.42 %
4210 Other Grants & Donations	41,083.55	30,000.00	11,083.55	136.95 %
Total 4200 Grants & Donations	**551,008.61**	**295,000.00**	**256,008.61**	**186.78 %**
4250 Capital Grants				
4252 Capital Grants - State	2,050,000.00		2,050,000.00	
4255 Capital Grants - Other	5,000.00		5,000.00	
Total 4250 Capital Grants	**2,055,000.00**		**2,055,000.00**	
4300 Library Operating Revenues	**27,889.80**	**40,496.00**	**-12,606.20**	**68.87 %**
4405 Semi-Annual Book Sales	22,862.05	21,000.00	1,862.05	108.87 %
4500 Store Sales	**43,402.30**	**63,100.00**	**-19,697.70**	**68.78 %**
4705 Misc. Income	**2,964.77**	**5,000.00**	**-2,035.23**	**59.30 %**
5000 Interest Income - Operating	64,619.25	100,000.00	-35,380.75	64.62 %
5001 Interest Income - Capital	55,616.91		55,616.91	
Total Revenue	**$5,659,691.53**	**$3,354,715.00**	**$2,304,976.53**	**168.71 %**
GROSS PROFIT	**$5,659,691.53**	**$3,354,715.00**	**$2,304,976.53**	**168.71 %**
Expenditures				
6000 Payroll Expense	**1,964,001.54**	**2,013,452.00**	**-49,450.46**	**97.54 %**
6100 Other Employment Expense	**361,424.68**	**404,530.00**	**-43,105.32**	**89.34 %**
6201-0000 Collection Purchases - Print	**228,198.35**	**226,542.00**	**1,656.35**	**100.73 %**
6202-0001 Collection Purchases - Electronic	**74,446.42**	**79,798.00**	**-5,351.58**	**93.29 %**
6203-0001 Collection Purchases - Other	**70,672.48**	**67,500.00**	**3,172.48**	**104.70 %**
6204-6405 Processing Costs	16,452.92	16,500.00	-47.08	99.71 %
6300 Programming & Events	**12,679.66**	**11,000.00**	**1,679.66**	**115.27 %**
6400 Other Library Operations	**19,017.88**	**20,400.00**	**-1,382.12**	**93.22 %**
6500 Administrative Expenditures	**77,820.10**	**74,350.04**	**3,470.06**	**104.67 %**
6600 Marketing & Comm.	**2,464.07**	**3,543.00**	**-1,078.93**	**69.55 %**
6700 Computer Expense	**58,260.06**	**50,000.00**	**8,260.06**	**116.52 %**

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Northland Public Library Authority

Budget vs. Actuals Report

January - December 2025

	TOTAL			
	ACTUAL	BUDGET	OVER BUDGET	% OF BUDGET
6800 Building & Equipment	**155,483.24**	**131,500.00**	**23,983.24**	**118.24 %**
6900 Travel, Training & Apprec.	**7,494.49**	**6,600.00**	**894.49**	**113.55 %**
8000 Miscellaneous Expenses	**6,162.97**	**10,000.00**	**-3,837.03**	**61.63 %**
9000 Depreciation	221,915.66	205,000.00	16,915.66	108.25 %
Total Expenditures	**$3,276,494.52**	**$3,320,715.04**	**$ -44,220.52**	**98.67 %**
NET OPERATING REVENUE	**$2,383,197.01**	**$33,999.96**	**$2,349,197.05**	**7,009.41 %**
NET REVENUE	**$2,383,197.01**	**$33,999.96**	**$2,349,197.05**	**7,009.41 %**

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Northland Public Library Authority

Statement of Cash Flows

January 2026

	TOTAL
OPERATING ACTIVITIES	
Net Revenue	481,048.14
Adjustments to reconcile Net Revenue to Net Cash provided by operations:	
1105 Accounts Receivable	0.00
1298 Employee Orders	0.00
1605 Purchases Made on Behalf of Other Entities	-225.00
2000 Accounts Payable (A/P)	-55.28
2005 Accounts Payable (A/P):Accounts Payable - Vendors	-3,776.86
2105 PLGIT BMO Debit Card	-12,376.98
2011 Capital Asset Payable	-120,972.05
2205 Receipts Collected for Other Entities	281.58
2210 PA Sales Tax Payable	-400.66
2405 Payroll Tax Payable	0.00
2605 Payroll Liabilities:FSA	-2.00
2610 Payroll Liabilities:Life Insurance	0.23
2620 Payroll Liabilities:Dental	-101.77
2625 Payroll Liabilities:UPMC Vision	-15.78
2626 Payroll Liabilities:TakeCommand	517.15
2630 Payroll Liabilities:SIMPLE IRA	845.31
2635 Payroll Liabilities:Child Support	-85.38
PA Sales Tax Payable:PA Sales Tax Payable	319.80
Total Adjustments to reconcile Net Revenue to Net Cash provided by operations:	**-136,047.69**
Net cash provided by operating activities	**$345,000.45**
INVESTING ACTIVITIES	
1325 Property & Equipment:Works in Progress	94,874.55
Net cash provided by investing activities	**$94,874.55**
NET CASH INCREASE FOR PERIOD	**$439,875.00**
Cash at beginning of period	2,688,135.98
CASH AT END OF PERIOD	**$3,128,010.98**

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NORTHLAND PUBLIC LIBRARY
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Interim Executive Director's Report – February 2026

Executing the Northland Public Library Strategic Plan 2021-2024 as we work to "enable, empower and encourage lifelong learning and discovery in a safe, welcoming space for all."

Focus	
Staffing	**Active/Ongoing:** CATS Library Assistant, Kim Englert has requested to work 26.25 hours instead of her full time (35 hours) as of March 27, 2026. This will allow one of the part-time positions to move to full-time. **Challenge:** Choosing which CATS' staff member to move to full-time will be a difficult decision as several are interested and all are relatively new.
Funding	**Accomplishment:** CATS Librarian Jeanne Bondi has already booked several outside presenters for this summer, thanks to the additional funding provided by the William F. and Lynn D. Gauss Foundation. These include a petting zoo for the end of summer event, the Aviary and the Pittsburgh Zoo. The Buchner Grant of an additional $5000 ($2000 to CATS and $3000 to AS) has made it possible for the CATS department to have signage for our collection! CATS and Marcom are working together to find the most cost-effective way to get all the signs that we need. We are so thankful for the additional funds to purchase signs that will assist patrons in finding items with ease. **Active/Ongoing:** Governor Shapiro proposed level state funding for PA libraries.
Facility and Space	**Accomplishment:** We purchased new cabinets to go in the Conference Room upstairs, using some of the excess Buncher funds that were given to us last year. Below is an approximate photo of the cabinets/design. They will be used to store program supplies, cutlery, and room equipment. A countertop will be available for those using the room, and a sink will be installed for running water. **Active/Ongoing:** A few construction items are still being resolved. Bob is working on options for furnishing the lower-level lobby. We are working on scheduling the third party electrician inspection for the Cumberland Road sign. **Challenge:** The parking lot and parking lot lights need to be repaired, but weather is holding this up. **Impact:** Parts of the staff parking lot are quite dark at night.
Services	**Accomplishment:** LaRoche University students took a field trip to the library and Courtney Bonnet was able to speak with them about the collection and the resources we have to offer educators. *Email from the teacher below. One of the parents of one of our cutest patrons emailed the CATS staff for "all the extra time you pour into having non book borrows" with a lovely thank you and pictures of Cora with the Bitty Baby, Lou that she borrowed. *Email and photos below. Adult Services hosted a new program – a seed swap! We had 30 attendees and distributed 108 seed packets! The attendees were very positive and appreciated the calm atmosphere of the event compared to some others in the area. It was also highlighted by KDKA's Doug Oster on his podcast on 2/1 as well. We will try and make it an annual event and tie in some seminars or other activities.

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	Active/Ongoing: Cabin Fever, our winter reading program for adults, is going well! We currently have 212 patrons & 23 staff registered, and 1,226 books read! For context, the last few years we've had: 2025 – 208 registered; 2024 – 176 registered; 2023 – 158 registered. **Challenge:** The very cold weather led to rescheduling a number of outreach visits but the children are loving the books for the Picture Book Choice Award's program. CATS could have programs every day and there still wouldn't be enough to satisfy the demand! We are working hard to have programs for all ages with a mix of registration and drop in. There is somewhat of an issue with parents remaining in the cafe and letting their children be unattended in the department. We are working hard to make sure parents understand the unattended minor's policy but sometimes we are so busy it can be difficult to be everywhere at once. **Impact:** Families are thankful and thrilled to have so many options for programming. Foot traffic from the cafe has impacted our weekends with non-stop crowds.
Collection	**Accomplishment:** Children's magazines have been moved to "new" shelving provided by the Book Nook and this has freed up additional space in our ever popular and growing Children's Graphic Novel section. **Active/Ongoing:** The CATS department is shifting biographies in order to make more room for picture books. **Challenge:** CATS could use some display furniture to spotlight more of the collection and to house our most popular series and items. **Impact:** Our (4) VR headsets have been withdrawn from the collection. We purchased these in 2019, and they had become woefully out of date in terms of technology. We were having trouble getting them to continue running as they had to be paired/updated using a phone. They were also rarely checked out, likely due to their outdated hardware/software.
Promoting the Library	**Accomplishment:** MarCom, Maintenance and IT collaborated to refresh the lower-level Meeting Rooms – new paint, new technology cabinets and streamlining technology. MarCom navigated weather related schedule adjustments with public notices on social media, website, phone messages and news outlets during the recent snowstorm. Northland's Local History website has a new url that is integrated into our main website – www.localhistory.northlandlibrary.org – all municipal partners, Historic Pittsburgh, and the McCandless Heritage Center were all notified of the change; printables have been updated. **Active/Ongoing:** MarCom, IT and Maintenance are working to place a LED / TV Screen on the upper level in the Elevator area; a content player (same as the lower-level screens) will be used to manage the screen content. Design elements, printables and announcements for the 2026 Foundations' Garden Gala have been realized with additional items to be rolled out. MarCom along with CATs met with a sign partner vendor, Signs By Tomorrow, about a grant supported sign project throughout the CATs department – consistent and permanent collection wayfinding signage throughout the department. MarCom is using two different paper stocks for newsletters in order to help meet the Challenge and Impact of an increase in copies of the monthly Northland News. We've reached out to municipal partners about their respective Community Days. **Challenge:** With the New Northland opening and more prominent areas for displays of the Northland News, we have already seen a great increase in the number of January 2026 issues we've printed – at the time of this report we've printed 450 newsletters. Previous average was about 250 – 300 per month. **Impact:** At this rate the budget that was given to MarCom for paper will quickly be exhausted. We will need to figure out solutions – print on a lower quality paper, find more

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	budget room or decrease the number of prints and encourage patrons to access the newsletter via our website.
Board Member Activities	**Accomplishment:**

Incident Reports – January 2026
Behavior Policy: 0
Code Adam: 0
Injury/accident/biohazard: 1
Property Damage/Vandalism/Theft: 0
Police notified: 0

Year-To-Date - 2026
Behavior Policy: 0
Code Adam: 0
Injury/accident/biohazard: 1
Property Damage/Vandalism/Theft: 0
Police notified: 0

Northland Staff and Board Members serving the consortium, our (NPL's) communities, and the profession by serving on various boards, committees and Task Forces. Click here for details.

*From Cianciosi-Rimbey, Michelle <Michelle.Cianciosi-Rimbey@LaRoche.edu> Date Mon 01/26/2026 9:36 AM
To Bonnet, Courtney < bonnetc@northlandlibrary.org>

Hi Courtney. I just wanted to reach out to thank you again for taking the time out of your busy schedule to meet with my students. They shared the main takeaways from meeting with you, and it was unanimous that they had no idea of ALL the resources that libraries have to offer teachers. They also specifically commented on how impressed they were with the diverse book collection that Northland has to offer, in addition to how well the library is organized for teachers to get easy access to a variety of books for their future learners.

I thought you would like to hear their thoughts:) I passed out your business card to them, and I am sure they will be in touch! I will be too!

Stay safe and warm,
Michelle

Michelle Rimbey, Ed.D.
Assistant Professor
Department of Education

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*From Dana Schmitt <danamschmitt@gmail.com>
Date Tue 2/3/2026 1 1:13 AM
To NorthlandKids
<Northlandkids@northlandlibrary.org>

OJ 2 attachments (8 MB)
IMG_4910.jpeg,• IMG_4908.jpeg;

Dear Northland Children's Department Librarians,

Our family is so grateful for all the extra time you pour into having non book borrows. Cora has been walking Lou around our house all morning showing him our home and her toys. He's a part of everything she does. Bonus, I'm getting some cleaning done!!! I snapped a candid photo of her playing and she quickly caught me. Both photos are attached.

My kids look forward to going to the library and I think it's truly because of the work you all put in to have something for everyone's variety of interests. Our out of state family are always impressed by the things my kids can borrow. Thanks for making Northland such a fun place to learn and explore new areas of interest. And to encourage creativity on all levels. Dana Schmitt (Ruthie, Everett, Clayton, & Cora's mom)





DRAFT

New cabinets for upper-level conference room:



DRAFT