



**Bridgeville Public Library
Board of Trustees Meeting
July 15th, 2025
7:00 p.m.**

I. Call to Order

Meeting was called to order at 7:01 p.m. by Colleen Miles.

II. Establishment of Quorum

Quorum established. Members in attendance: Jason Ferri, Evan Galimberti, Melissa Manzo, Colleen Miles. Others in attendance: Erin Weaver (Library Director), Cindy Capozzoli Anderson (Friends of the Library). Attending virtually: Rachel Clark-Bogo.

III. Public Comment (5 minutes per comment)

None.

IV. Consent Agenda

- a. 06-25 Meeting Minutes*
- b. 06-25 Financial Reports*
- c. 06-25 Bridgeville Forecast*
- d. 06-25 Bridgeville Utility Report*

Updated Bridgeville Utility Report was furnished by ACLA.

Motion to approve the consent agenda was made by Jason Ferri. Melissa Manzo seconded. All approved.

V. Reports and Communication

- a. Library Reports
 - i. Library Director*

To note: It's been a busy and good summer overall in terms of programs, attendance, and library visits. Erin Weaver submitted to the Pittsburgh Foundation Wish Book which, if granted, would provide up to \$5,000.00 in operating funds. Submissions to both the Hillman and Mellon Foundations are also being made; if awarded, those Foundations could grant up to \$150,000.00 in operating funds.

- ii. Youth Services*

- b. Bridgeville Borough Report*
- c. Friends of the Bridgeville Public Library
- d. Building / Maintenance

To note: A CLP Building Maintenance worker, a shared service provided to member libraries, visited BPL to fix lighting and chairs. Routine HVAC maintenance was performed. The solar panels are pending approval from First Energy and will be installed once that is given. On or around August 4 the new boiler will be installed.

VI. Old Business

- a. Trivia night and sponsorships

Jason Ferri is drafting a letter to be sent to local businesses to request sponsorship for the September Trivia Night.

Library staff may be used as volunteers during the event.

Flyers, social media blasts, email announcements, etc. will be starting in August.

- b. Mortgage

- i. Brentwood Bank refinance meeting and proposal

Evan Galimberti met with representatives from Brentwood Bank to discuss refinancing the current PNC Bank held mortgage to Brentwood Bank. To note:

- 10-year, 15-year, and 20-year terms with corresponding monthly payments were given.
 - 10 year simple term, 7.35%, payment of \$6,875
 - 180 months, \$5,360
 - 240 months, \$4,675
- Brentwood Bank would provide BPL with a commercial loan. With commercial loans, the rate is subject to change every 5 years depending on the current market.
- Brentwood Bank is recommending a mortgage for \$590,000.00 which would include any costs and fees associated with the refinancing. ACLA suggested using funds raised in the 2024 mortgage campaign to cover the fees associated with refinancing. The Board agreed to using those fees.
- Based on the monthly rates for the 10-year, 15-year, and 20-year terms, and with financial forecasting done by Evan Galimberti, the Board agreed to pursue a 15-year mortgage with Brentwood Bank. Noteworthy to the discussion to make this decision is that the 10-year term monthly payment might be disbursed when possible, which could shorten the life of the loan.

- c. Fund transfer to operating account

The Board voted to move \$60,000.00 from the PNC Money Market to the Dollar Bank checking account. Evan Galimberti made a motion to approve this movement; Jason Ferri seconded the motion; all approved.

VII. New Business

a. Officer position

Following the resignation of Board President Kerry Allen, new officers were voted upon. Colleen Miles was voted to the role of Board President. Jason Ferri was voted to the role of Board Vice President.

i. Board recruitment

Work will be done to recruit members for both the open at-large position and to fill the soon to be vacant role of Board Treasurer.

VIII. Other / Future Agenda Items

a.

IX. Adjourn

A motion to adjourn the July meeting was made at 8:15 p.m. by Jason Ferri. Melissa Manzo seconded. All approved.

X. Upcoming Meetings / Events

- a. Pittsburgh Classic Movie Club – July 18, 2025, at dusk
- b. Bridgeville Borough –August 11, 2025, at 7:00 p.m.
- c. Pittsburgh Classic Movie Club – August 15, 2025, at dusk
- d. Board of Trustees – August 19, 2025, at 7:00 p.m.