

SCRANTON PUBLIC LIBRARY

MINUTES OF THE
BOARD OF TRUSTEES

August 18, 2022

The Board of Trustees of the Scranton Public Library meeting was held on Thursday, August 18, 2022, in the Henkelman Room and virtually. The meeting was called to order at 3:30 p.m. by President Dr. Mayers.

Present:

Dr. Kenneth Mayers,
President
Ms. Sharon Quinn,
Vice-President
Mr. Joseph Garvey, Treasurer
Ms. Karen Bazzarri, Secretary
Ms. Elizabeth Bohan
Mr. John Cowder
Ms. Mary Beth D'Andrea
Mr. William Davis
Dr. Daniel Ginsberg
Atty. Jaime Hailstone
Ms. Glynis Johns
Ms. Linda Koons
Atty. Brian Lenahan
Mr. Tim McCabe
Ms. Betsey Moylan
Ms. Laurel Radzieski

Also:

Mr. Scott Thomas,
Chief Executive Officer
Ms. Michelle Legate,
District Consultant
Ms. Barbara McGee,
Friends of the
Scranton Public Library Liaison
Ms. Joan Hodowanitz, LCLS Board
Ms. Jenny Shoener,
Assistant to the CEO

Absent:

Mr. Jim Henkelman
Rabbi Dovid Rosenberg

Dr. Mayers asked if anyone had questions regarding the July Consent Agenda items and entertained a motion to accept the Minutes of the July meeting. Mr. Garvey made a motion, and Ms. Quinn seconded.

Mr. McCabe motioned to accept the July Treasurer's Report, the July Statistics Report, and the CEO Report as printed, Ms. Koons seconded, and the motion passed.

Communication and Public Comment – Ms. Hodowanitz applauded Mr. McCabe for the letter he submitted to the Scranton Times' Editor regarding Library services. She also mentioned that due to interest, she would share the dates of the upcoming book sale at the Commissioner's meeting scheduled at the end of the month.

The Finance Committee Report was presented by Mr. Garvey. We are significantly ahead of the year-to-date target by \$100,000. There is 11% of savings in salaries and benefits. Investments are down, which is expected with the market value decline, but between the end of June and July, there has been a \$42,000 increase. The Finance Committee will meet with our Wells Fargo advisor in October.

The Facilities Committee Report was presented by Mr. Cowder. We are still waiting on word from the State and the City regarding Albright's roof repairs. The project will be held off until the Spring of 2023. Funds for the project currently stand at approximately \$200,000. There also appears to be a water issue in the basement of Albright. This could result from the roof and hopefully can wait until Spring for repair.

Nancy Kay Holmes Branch renovation project's budget will be reviewed by Mr. Cowder and Mr. Thomas at the end of the month. Due to inflation, building materials have seen a 20% increase and will result in a need for more than \$300,000 for the Keystone Grant to match.

Silkman House continues to need significant renovations. A meeting with the Facilities Committee is also scheduled for the end of August. The Authority will then decide the next course of action for the building's future. A discussion followed.

The Fundraising Committee Report was presented by Ms. Quinn. She shared that The Nancy Kay Holmes Renovation Kick-off event will be held Saturday, September 17, 2022. This will begin the public portion of fundraising efforts.

Ms. Quinn recapped that the project has received \$5,000 from the Schautz Foundation, bringing the funds to \$142,961. \$300,000 is needed for the Keystone Grant to match.

Austin Burke's painting of the Nancy Kay Holmes Branch building will be used for PR purposes and fundraising.

Mr. Thomas has been advised by fellow Steering Committee member, Phil Condron, to write a letter to the Scranton Times' Editor describing the project to gain positive footing in anticipation of any negativity to the project. Mr. Davis agreed with this strategy. Ms. Bohan, who is also a member of the Disability Action Committee of Lackawanna County, offered to back up the project any way she could if needed. A discussion followed.

The Governance Committee Report was presented by Mr. Lenahan, who welcomed Ms. Bohan aboard and mentioned that there is one more position available to be filled.

The Public Relations Committee Report was presented by Mr. Davis. He shared that he has reached out to Paul Ross, the Director of Advertising at the Scranton Times, regarding the Library running newspaper ads. Mr. Ross is willing to work with us, and the cost will be based on our content.

Mr. Davis mentioned that the System plans to repeat its Library Awareness Campaign and that the Library staff has been doing a great job promoting programs, workshops, and resources on social media.

Mr. Davis also shared that the City's Strategic Plan is now available online. He suggested to Mr. Thomas about having hard copies available at the Library. Their plan consists of helpful information on connecting to neighborhoods and presents areas in the City where the Library can get involved.

The Bookmobile Replacement Committee Report was presented by Ms. Bazzarri, and Mr. Thomas provided that Long Life Spring has reported that the vehicle is beyond repair. Colts will not accept it in its current condition. Mr. Davis spoke with Brian Jeffers, and the Library System budget may have up to \$500,000 of funding available. Mr. Davis noted that the Commissioners would have to sign off on it, and Mr. Jeffers is hopeful for a letter of commitment in early September.

Ms. Quinn and Mr. Thomas gave the Nancy Kay Holmes Steering Committee Report during the Fundraising Report.

The District Consultant's Report was given by Ms. Legate. She shared that there will be a \$55,000 increase in funding in the 2022/2023 budget. \$40,000 of that will be used for the OverDrive database. District money will be focused on the purchase of high-demand eBook titles.

New Business:

Dr. Mayers presented Scranton's Walkability Study. Mr. McCabe provided an overview of the project. Speck and Associates will provide a study for the City using a holistic approach to street design, parking policy, property redevelopment, and downtown transportation. The Library will provide input to the study. Mr. McCabe offered various options we could request about parking. Dr. Mayers began a discussion.

Old Business:

Mr. Thomas gave an update on the Library's Strategic Plan for 2022. Currently, we are working on community and Library awareness, improvements to signage, increasing programming and services to schools and the underserved, staff training on our services, working with the Friends of the Library to update its MOU, and ways to provide patrons with an inviting space.

Mr. Thomas then discussed the Library Express Financial Report. Revenue is down. The lease for the storefront is up in 2024, and the discussion about renewing the lease will be discussed soon.

The Friends' Report was presented by Ms. McGee. The Friends congratulate Mr. McCabe for his letter to the Editor. The Friends met with Mr. Thomas concerning updates to the Library's MOU with the Friends. The next book sale will be held from August 29 through September 4 and will feature author Roe Ferguson Robertson for First Friday. An additional fundraiser will be Boscov's "Friends Helping Friends" on October 19. Ms. McGee will provide volunteers for Renovation Kick-off and mentioned they could access additional volunteers for future projects if needed.

A motion to adjourn the meeting was made by Mr. Lenahan and seconded by Ms. Moylan; the meeting adjourned at 5:15 p.m. The next meeting is scheduled for September 15, 2022, at 3:30 p.m.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Karen Bazzarri".

Karen Bazzarri

Secretary