

SCRANTON PUBLIC LIBRARY

MINUTES OF THE  
BOARD OF TRUSTEES

July 21, 2022

The meeting of the Board of Trustees of the Scranton Public Library was held on Thursday, July 21, 2022, in the Henkelman Room and virtually. The meeting was called to order at 3:31 p.m. by President Dr. Mayers.

Present:

Dr. Kenneth Mayers,  
President  
Ms. Sharon Quinn,  
Vice-President  
Mr. John Cowder  
Ms. Mary Beth D'Andrea  
Mr. William Davis  
Dr. Daniel Ginsberg  
Atty. Jaime Hailstone  
Ms. Linda Koons  
Atty. Brian Lenahan  
Mr. Tim McCabe  
Ms. Betsey Moylan  
Ms. Laurel Radzieski

Also:

Mr. Scott Thomas,  
Chief Executive Officer  
Ms. Barbara McGee,  
Friends of the  
Scranton Public Library Liaison  
Ms. Jenny Shoener,  
Assistant to the CEO

Absent:

Ms. Karen Bazzarri, Secretary  
Mr. Joseph Garvey  
Mr. Jim Henkelman  
Ms. Glynis Johns  
Rabbi Dovid Rosenberg  
Ms. Michelle Legate,  
District Consultant

Dr. Mayers asked if anyone had questions regarding the June Consent Agenda items. Dr. Ginsberg commented that the Minutes of the June meeting did not reflect his Outdoor Area proposal and requested permission to write an addendum to be sent to the Secretary. Dr. Mayers entertained a motion to accept the Minutes of the June meeting, including the addendum. Ms. Quinn received the motion, and Atty. Lenahan seconded, and the motion passed. Ms. Radzieski motioned to accept the June Treasurer's Report, the June Statistics Report, and the CEO Report as printed, Dr. Ginsberg seconded, and the motion passed.

Communication and Public Comment – Mr. Thomas shared a thank you letter from the Lackawanna Historical Society for the Library's involvement with their *Beyond the Hill Tour* held on Sunday, June 26. The Head of the Reference department, Martina Soden, and her staff created an exhibit of historical artifacts of the Albright Memorial Library. There was no one in attendance for public comment.

The Finance Committee Report was presented by Mr. Thomas. Investments had a decline last month which was expected. The Finance Committee will schedule a meeting with our Wells Fargo advisor to ensure everything is appropriately invested. Mr. Thomas verified that there will be a State Aid increase; Governor Wolf's 2022-2023 State Budget contains an 18% increase in the Public Library Subsidy which, according to Mr. Thomas, will be 14.7% more for SPL which is an increase of \$67,879. However, specific implications will not be known until LCLS proposed 2023 allocations are announced.

The Facilities Committee Report was presented by Mr. Cowder. The library has been awarded \$100,000 from the Local Share Account grant for Albright's roof repairs, and we have an additional \$100,000 from the Ellenbogen endowment. The project timeline depends on the contracting process with the State and the City. The bidding process will be at least four weeks long. Given this the project will likely be held off until the Spring of 2023.

The Nancy Kay Holmes Library interior renderings are complete, and the exterior renderings of the ramp and parking areas will be available next week. Mr. Thomas and Mr. Cowder will review the project's budget. Mr. Cowder has approached Barry Bennington, who refinished woodwork in Albright, to help with the project's shelving and other woodwork. Ms. Radzieski asked whether COVID 19 mitigations would be factored into the designs. Mr. Thomas replied that Scranton Public Library has been removing COVID 19 mitigations and that they were not considered for the project.

Silkman House continues to need renovations. It requires a new roof, painting, and other upgrades. The Authority Board is questioning whether to keep it. Mr. Thomas mentioned that Tech Services could be moved to another location. The Facilities Committee will meet on the property to compile a report for the Trustees.

The Fundraising Committee Report was presented by Ms. Quinn. She shared that The Nancy Kay Holmes Renovation Steering Committee will meet on August 8. Plans for the kick-off event, fundraising, and traffic concerns were discussed.

Ms. Quinn recapped that over \$137,000 is committed from various Foundations, including the Friends of Scranton Public Library's donation of \$2,000 from their Sidewalk Book Sale on July 16. Banks are now being approached, and businesses from the community will be approached soon. The Community Committee meeting will be held on August 10.

A family-friendly kick-off event will be held at the Branch on September 17th. The Honorary Co-Chairs are David and Ann Hawk and will be announced at the event.

Austin Burke's building painting will be used for PR purposes, and a gala event in 2023 will display the finished artwork. It was suggested that this event would be held at La Buona Vita.

The Governance Committee Report was presented by Mr. Lenahan. An interview with Ms. Elizabeth Bohan, a Board member prospect, was held on June 22. Elizabeth received unanimous approval from the Governance Committee for her proposal to join. Mr. Mayers called a vote to accept the recommendation of the Committee. The vote was unanimous. One opening remains on the Board to be filled, and Mr. Lenahan asked for suggestions for prospects.

The Public Relations Committee Report was presented by Mr. Davis. A meeting was held with Mr. Davis, Mr. McCabe, Mr. Thomas, Ms. Thomas, and Ms. Shoener to discuss upcoming events and promotional strategies for Scranton Public Library. Mr. McCabe offered that advertisement in the Times would be beneficial. He is exploring possible discounts. These ads would be multi-purpose to give the most for our money. Ms. Quinn noted that billboards would be a great way to promote the Nancy Kay Holmes Renovation project during the Community Phase of fundraising. Mr. Davis and the Committee will develop a PR plan in the Fall.

The Bookmobile Replacement Committee Report was presented by Mr. Thomas. Photos of the vehicle's current state were provided in the packet. A consultant has advised that it cannot be sold in its current condition, and the next option would be to sell it to a salvage yard which may create PR challenges absent action on a replacement. There are no updates from the Commissioner's office regarding funding for the new vehicle.

The Nancy Kay Holmes Steering Committee Report was given by Ms. Quinn and Mr. Thomas during the Fundraising Report.

The District Consultant's Report was given by Mr. Thomas during the Fundraising Report.

#### New Business:

The Scranton Public Library Authority met, and they are open to suggestions on the future of the Silkman House. Mr. Mayers asked how complicated it would be to move our operations from the building if they so choose. Mr. Thomas replied that it would entail moving office furniture and equipment. One issue would be lease payments for a new location. Those payments would have to be weighed against the cost of repairs and upkeep of the building.

#### Old Business:

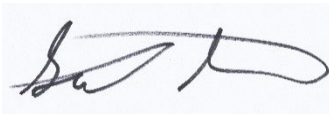
Mr. Thomas gave his Bi-Annual Statistical report and prefaced that a generational shift should be considered, and traditional metrics are not in our favor. Recovering from the Pandemic and the

Bookmobile being inoperative reflect in the numbers. M. Thomas pointed out that the Children's Library's numbers have increased, which shows that children's programming is attracting business. Taking from this, more programming for all ages is being offered throughout the Scranton Public Library. E-Books usage continues to increase. Mr. McCabe asked what the financial implication would be for increasing the purchase of E-books vs. printed books. The book budget in SPL's Operating Budget is just for books in print. eBooks are purchased by the System and District, and they would have to decide whether funds from individual libraries should be reallocated towards e-Books.

The Friends' Report was presented by Ms. McGee. Their sidewalk book netted 2,065.10 and will go directly to The NKH Renovation project. A book sale is scheduled at the Marketplace during La Festa Italiana for August 30 through September 4. They will host a First-Friday artist and are seeking recommendations for an artist. The Friends' Board has accepted the resignation of Bill Graziano, who has served for ten years. Mr. Graziano will volunteer at book sales and continue with Gertrude Hawk sales. Their Board is also seeking new candidates, and Ms. McGee asked for prospect recommendations.

A motion to adjourn the meeting was made by Mr. McCabe and seconded by Ms. Quinn; the meeting adjourned at 4:51 p.m. The next meeting is scheduled for August 18, 2022, at 3:30 p.m.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "Scott Thomas", is written over a light blue rectangular background.

Scott Thomas, CEO