

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

May 18, 2023

The Board of Trustees of the Scranton Public Library meeting was held in person and virtually on Thursday, May 18, 2023. The meeting was called to order at 3:30 P.M. by Vice President Sharon Quinn.

Present

Ms. Sharon Quinn,
Vice-President
Ms. Karen Bazzarri,
Secretary
Ms. Elizabeth Bohan
Atty. Pat Clark
Mr. John Cowder
Ms. Mary Beth D'Andrea
Dr. Daniel Ginsberg
Mr. Jim Henkelman
Ms. Linda Koons
Atty. Brian Lenahan
Mr. Tim McCabe
Ms. Laurel Radzieski

Also

Mr. Scott Thomas,
Chief Executive Officer
Ms. Jenny Shoener,
Assistant to the CEO
Ms. Michele Legate,
District Consultant
Ms. Christina Thomas
Public Relations and
Outreach Manager
Ms. Barbara McGee,
Friends of the
Scranton Public Library
Liaison
Public Comment
Ms. Joan Hodowanitz

Absent

Dr. Kenneth Mayers,
President
Mr. Joseph X. Garvey,
Treasurer
Mr. William Davis
Atty. Jaime Hailstone
Ms. Glynis Johns
Ms. Betsey Moylan
Rabbi Dovid Rosenberg

April Consent Agenda Items

Ms. Quinn asked if anyone had questions regarding the April Consent Agenda items. Ms. Bazzarri motioned to accept April's Minutes, Treasurer's Report, Statistical Report, and the CEO Report as printed. Atty. Lenahan seconded, and the motion passed.

CEO Report:

Mr. Thomas announced that in cooperation with NeighborWorks and United Neighborhood Centers, Scranton Tomorrow will deploy Little Free Libraries in Scranton neighborhoods. SPL will advise them on selections and include brochures advertising SPL services.

Leadership Team: Christina Thomas

Ms. Thomas explained her new role as Public Relations and Outreach Manager. New PR procedures and style guides will be implemented. Monthly calendars and weekly announcements are being sent via LibraryAware. "Beyond the Books" videos are being filmed and uploaded to YouTube and other social media. Pop-up libraries are being scheduled throughout the city, and new scheduling software is being explored for community room reservations.

Communications

Nothing to report.

Public Comment

Ms. Hodowanitz shared that LCLS Lecture Series will host Pulitzer Prize winner Doris Kearns Goodwin on September 13, 2023.

Finance Committee Report: On behalf of Mr. Garvey, Mr. Thomas reported that investments are doing well and saw a slight increase. The committee will meet with the System regarding 2024 financial concerns.

Facilities Committee Report: Mr. Cowder reported the following building updates:

Albright Building: Scaffolding has been erected, and roof tile samples have been approved.

Nancy Kay Holmes Branch: A Scranton Building and Inspection Officer reviewed the building and advised that fire-rating repairs can be limited to the heating system area. A final City inspection is required when completed.

Silkman House: Structural engineers are being sought to inspect the building's foundation. This inspection is needed for Masonry Preservation Services to complete their report on the repairs.

Fundraising Committee Report: Mr. Thomas gave an update on Swingin' on Vine. The fundraiser has received over \$7,000 in sponsorship, which will be acknowledged on social media. Plans for SPL's participation in the Scranton Area Community Foundation's 24-hour online fundraiser, *NEPA Gives*, are underway. The Fundraising Committee met, and the money-transferring app, Venmo, will be integrated into our website for NKH Renovation donations. Plans are being made to use the app for future fundraising. SPL's Mini Golf fundraiser is scheduled for October 22, and consideration is being made to reintroduce the up-scale fundraiser, Books and Bubbly, in 2024. A discussion followed.

Governance Committee Report: Both the Governance and Legal Committee recommended consideration of a formal amendment to the By-Laws addressing the appointment of Board members. **Action Item:** The Committees motioned for

consideration of the By-Law amendment. Ms. Bazzarri seconded, and the motion passed.

Public Relations Committee Report: Mr. Thomas reported that a press release would be submitted in June on how SPL cares for its buildings. It will include details on the roofing project at Albright and NKH's renovations.

Bookmobile Replacement Committee Report: Ms. Bazzarri reported that the vehicle's interior is being designed, and additional details were discussed.

Nancy Kay Holmes Steering Committee Report: Ms. Quinn reported the project's funds are approximately \$243,250, and requests for an additional \$150,000 have been submitted to various foundations. The current estimated cost of the renovation is \$660,000. Condron Sweda Advertising is providing PR, and letters detailing the project will be sent to members of the Holmes family. The collaboration plans with Heart to Art continue. The Committee will participate in the Green Ridge Neighborhood Association's Fall Festival and also Swingin' on Vine to solicit donations. Further fundraising options were discussed.

Silkman House Committee Report: Report was given during the Facilities Committee Report.

District Consultant's Report: Ms. Legate reported that the 2023/2024 District - negotiated agreement had been approved. The projected budget is approximately \$361,000. The District is preparing to purchase the multi-media streaming service, Hoopla, and plans to debut it in the Fall.

New Business

Whistleblower Policy: Mr. Thomas gave an overview of the proposed Whistleblower Policy. **Action Item:** After further discussion, Mr. Henkelman motioned to adopt the policy. Ms. Koons seconded, and the motion passed.

Report on the SPL Authority Meeting: Mr. Thomas reported public comment on the Authority's By-Laws. The commenter found the Authority unethical because the By-Laws state that the CEO of the Authority serves at the pleasure of the SPL Board of Trustees. Since the Authority does not have the funds for a solicitor, the City's attorney was consulted for their recommendation. As a result, a MOU will be drawn outlining the support services the Trustees provide to the Authority.

Old Business

Swingin' on Vine Tickets: The Board was given updated information regarding their personal ticket sales for the event.

Friends of the Scranton Public Library Report

Ms. McGee reported that the next book sale will begin on June 5. Flyers were given to the Board for distribution. A sidewalk sale is scheduled for July 8.

Good and Welfare

Ms. Bohan gave information on the Scranton Fringe Festival Podcast Workshop for teens. The workshop will be held every Tuesday in May at the Black Scranton Project. Work from the Workshop will be sent to the Atlanta Fringe Festival's Audio Fringe Festival. A Teen Story Slam Workshop is scheduled for Saturdays in June at SPL, and the Big Gay Story Slam will be held on June 10 at the Radisson Lackawanna Station. Dr. Ginsberg extended an invitation to his Longevity Challenge Seminar held at the United Neighborhood Center and shared that his Square Dance ARAMA program held at SPL was so successful that the public has requested a repeat of the program.

Adjourn

A motion to adjourn the meeting was made by Ms. Bazzarri and seconded by Dr. Ginsberg. The meeting was adjourned at 4:44 PM. The next meeting is scheduled for June 15 at 3:30 PM.

Respectfully Submitted,



Karen Bazzarri
Secretary