

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

June 15, 2023

The Board of Trustees of the Scranton Public Library meeting was held in person and virtually on Thursday, June 15, 2023. President Dr. Mayers called the meeting to order at 3:30 P.M.

Present

Dr. Kenneth Mayers,
President

Ms. Sharon Quinn,
Vice-President

Mr. Joseph X. Garvey,
Treasurer

Ms. Karen Bazzarri,
Secretary

Atty. Pat Clark

Mr. John Cowder

Ms. Mary Beth D'Andrea

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

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. Briana Cimino
Circulation Services Manager

Ms. Barbara McGee,
Friends of the
Scranton Public Library
Liaison

Public Comment

Ms. Joan Hodowanitz

Absent

Ms. Elizabeth Bohan

Mr. William Davis

Ms. Glynis Johns

Rabbi Dovid Rosenberg

May Consent Agenda Items

Dr. Mayers asked if anyone had questions regarding the May Consent Agenda items. Ms. Quinn motioned to accept May's Minutes, Treasurer's Report, Statistical Report, and the CEO Report as printed. Mr. Henkelman seconded, and the motion passed.

CEO Report

Mr. Thomas shared how SPL would contribute to the six Little Free Libraries throughout the City. SPL will place brochures in the LFLs, affix a QR code that leads to a page of

library web links, and periodically check the LFLs to replenish brochures and add books as needed. *Governing* published an article on the decline of library computer usage. The Times-Tribune asked for the library's input for a possible article. A follow-up will be provided during July's meeting.

Leadership Team: Briana Cimini

Ms. Cimini shared that she is pursuing her MLS from Clarion University. As Circulation Services Manager, she is responsible for circulation, collection development, displays, and Young Adult Services. Overall, she has seen YA circulation and program attendance statistics greatly improve. Ms. Cimini also manages Makerspace, chaired the Swingin' on Vine Raffle Committee, and assisted with the Free Little Libraries YA collection development. Questions and a discussion followed.

Communications

Mr. Thomas announced that Ms. Moylan has resigned from the Board of Trustees but will continue to serve on the SPL Authority Board. A letter will be sent thanking her for many years of service.

Public Comment

In response to *Governing's* article, Ms. Hodowanitz expressed her gratitude for access to the library's public computers. She was also impressed with the outcome of Swingin' on Vine and is pleased with the goodwill it generated.

Finance Committee Report

Mr. Garvey reported that the overall budget is in good condition. Investments reflect May's market losses. The committee has met with the System regarding 2024 financial concerns. It was agreed that before the budget submission, the Finance Committee will meet. As for a possible millage increase, Mr. Thomas reported that LCLS has formed an Advocacy Committee. Mr. Thomas will serve on the committee.

Facilities Committee Report

Mr. Cowder reported the following building updates: **Albright Building:** Scaffolding for the Albright Roof Repairs has now been installed around the entire perimeter of the building and the tower. Actual roof work is expected to begin very soon. Completion may be delayed until December by problems getting replacement ridge tiles. Dunmore Roofing is investigating improving the delivery date, but there may be an upcharge for expediting. One of the first things to be done is the tower spire, which will be sent to Cox Sheet Metal, Scranton, for repairs and refurbishment. Another job progress meeting is scheduled for Monday, June 26th, at 10:00 am. Completion of the main phase of the project is expected to be early August 2023. **Nancy Kay Holmes Branch:** John Cowder is attempting to secure drawings for the Keystone grant. **Silkman House:** The search

for structural engineers continues for the building's foundation inspection.

Fundraising Committee Report

Mr. Thomas reported that Swingin' on Vine netted \$16,209, a record high since 2018. NEPA Gives brought in \$3,150 compared to \$2,680 from last year.

Governance Committee Report

Atty. Lenahan explained that with Ms. Moylan's departure from the Governance Committee, a replacement is needed to meet the By-Law's minimum four-member requirement. President Dr. Mayers recommended Mr. Henkelman, who has accepted the position. **By-Law Amendment Action Item:** The Governance Committee motioned for adopting the By-Law amendment that was discussed in May's meeting. All were in favor, and the motion passed. **Appointment of George Aulisio:** Ms. Moylan has suggested Mr. George Aulisio, the Dean of the Weinberg Memorial Library at the University of Scranton, as her replacement. The Committee accepted Mr. Aulisio's application, and an interview was conducted. **Action Item:** The Governance Committee motioned for the Board's acceptance of Mr. Aulisio to serve on the Board of Trustees. All were in favor, and the motion passed.

Public Relations Committee Report

On behalf of Mr. Davis, Mr. Thomas shared that a press release will be submitted on how SPL cares for its buildings and will include details on the roofing project at Albright and NKH's renovations. In addition, a YouTube video is being created showcasing the repairs needed at the branch.

Bookmobile Replacement Committee Report

Ms. Bazzarri reported that the System has confirmed they have received the specs from the consultant, and a meeting will be scheduled for the Committee to review.

Nancy Kay Holmes Steering Committee Report

Ms. Quinn reported that the project's funds are approximately \$247,000. An additional \$9,000 is committed. Several grants are waiting for approval. Condron Sweda Advertising is providing signage. Billboards are in place. Yard signs and door hangers are being planned to be dispersed throughout the surrounding neighborhoods. WNEP's Tegna Foundation has donated \$2,500, and a photo op is scheduled. Further fundraising donors and options were requested as a final push to meet the \$300,000 goal.

Silkman House Committee Report

The report was given during the Facilities Committee Report.

District Consultant's Report

Ms. Legate reported an update on the 2023/2024 State Budget. Due to changes in administration, official announcements will be delayed. She congratulated Ms. Cimino and Ms. Angela Warner (Children's department), for graduating from this year's PA Academy of Leadership Studies (PALS). Ms. Legate is a 2010 graduate of the program and the first graduate to be President of the PA Library Association in 2020.

New Business

Gift Acceptance Policy: Mr. Thomas gave an overview of the proposed Gift Acceptance Policy. **Action Item:** Ms. Bazzarri motioned to accept the Policy as written. Ms. Quinn seconded, and the motion passed.

Spitz Family Grant Application: Mr. Thomas reported that the Spitz Family Foundation had accepted a letter of intent for the NKH Renovation project. Mr. Thomas intends to request \$20,000, but as part of the application process, permission from the SPL Board is required. Ms. Koons motioned to grant Mr. Thomas permission to submit the application, Mr. Henkelman seconded, and the motion passed.

Old Business

Nothing to report.

Friends of the Scranton Public Library Report

Ms. McGee reported that June's book sale brought in \$6,000. \$5,000 was their previous average. Free Book Day for professionals needs more attendance. A Sidewalk Sale is scheduled for July 8. The rain date will be July 15. Fliers were given to the Board for distribution. The Friends will participate in the Lackawanna Historical Society's "Beyond the Hill: Home and Garden Tour of the Abingtons" on Sunday, June 25. The group will partner with the Abington Community Library to host a home.

Good and Welfare

Dr. Ginsberg mentioned the photo of him, and his wife during Swingin' on Vine printed in the Times-Tribune. Mr. Cowder shared the news of Mr. and Mrs. Hawk's daughter, Carolyn Hawk Horter, passing on May 30. While Mr. Thomas and Atty. Clark attended Ms. Horter's service, it was decided that a card would be sent. In time, The NKH Renovation Committee will present the project's co-chairs with the option of naming one of the library's rooms in her memory.

Adjourn

A motion to adjourn the meeting was made by Ms. Quinn and seconded by Atty. Lenahan. The meeting was adjourned at 4:25 P.M. The next meeting is scheduled for July 20 at 3:30 P.M.

Respectfully Submitted,



Karen Bazzarri
Secretary