

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

October 19, 2023

The Board of Trustees of the Scranton Public Library meeting was held in person and virtually on Thursday, October 19, 2023. President Dr. Mayers called the meeting to order at 3:30 P.M.

Present:

Dr. Kenneth Mayers,
President

Mr. Joseph X. Garvey,
Treasurer

Ms. Karen Bazzarri,
Secretary

Mr. George Aulisio
Elizabeth Bohan

Atty. Pat Clark

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

Also:

Mr. Scott Thomas,
Chief Executive Officer

Ms. Jenny Shoener,
Assistant to the CEO

Ms. Michele Legate,
District Consultant

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

Absent:

Ms. Sharon Quinn,
Vice-President

Mr. Jim Henkelman

Ms. Glynis Johns

Ms. Laurel Radzieski

Rabbi Dovid Rosenberg

Public Comment:

September Consent Agenda Items

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

Communications

No correspondence.

Public Comment

No public comment.

Finance Committee Report

Mr. Garvey reported The Committee's plans for the 2024 budget and what will be presented and discussed with the System. A meeting with the library's Wells Fargo investment advisor is scheduled for November. Mr. Garvey also shared that we are well within our loan accordance and summarized the library's account balances.

Facilities Committee Report

Mr. Cowder reported the following building updates:

Albright Building: Replacement of the gutter boot by Dunmore Roofing was completed. Their next scheduled job meeting will occur in December.

Nancy Kay Holmes Branch: Mr. Cowder met with specialists for the fireplace and chimney. It was discovered that the original chimney was replaced to serve a basement furnace and boiler. More details will be acquired to complete the construction documents necessary for bidding. The corroded sewer lines have been replaced, and a new extension line to the street has been installed.

Silkman House: Mr. Cowder is awaiting MPS's final report and the foundation and basement joist repair cost breakdown.

Fundraising Committee Report

Family Mini Golf is scheduled for Sunday, October 22, from 12-4 PM and has raised \$2,875 in sponsors. Annual Appeal letters will be sent out in November. The Keystone grant for the Nancy Kay Holmes Library has been submitted. Phase two of fundraising will be for items not covered by the grant, such as the fireplace and furniture. On November 4, at 6 PM, the branch will have an upscale sponsor appreciation event. Carolyn Hawk Horter's plaque will be revealed. Austin Burke's original painting of the building will be auctioned off online. There will be a silent auction for other high-end items on the night of the event.

Governance Committee Report

Atty. Lenahan shared that in November, the Governance Committee will meet to discuss the recommendations for the slate of officers for 2024. Candidates will be presented at the November meeting for election. Officers will be confirmed during the December meeting. The Personnel Committee will meet with Mr. Thomas, CEO, for a year-end review.

Public Relations Committee Report

Mr. Davis updated that the social media software Hootsuite is being explored to streamline posting and will assist in dispersing content.

Bookmobile Replacement Committee Report

Two bids were received and are being reviewed. Follow-up questions have been

submitted to the vendors.

Nancy Kay Holmes Steering Committee Report

The report was given during the Fundraising Report.

Silkman House Committee Report

The report was given during the Facilities Committee Report.

District Consultant's Report

Ms. Legate shared that she had attended the Pennsylvania Library Association Annual Conference in the Poconos and thanked the Board for their support. It was well attended by Scranton staff. She also reported that Hoopla is receiving wonderful feedback.

New Business

Library Express Committee: Mr. Garvey shared that the lease agreement of Library Express will expire in April 2024. To determine whether LE will continue with its current function or if any changes will be made, he and the Finance Committee have recommended the formation of an ad-hoc committee. Dr. Mayers will present a list of member recommendations for the committee, which will report their findings during the Board meeting in February.

Old Business

Strategic Plan Committee: The current Strategic Plan is soon to expire. A new community survey is planned. Mr. Thomas gave an updated report of the current Plan's completed goals.

Friends of the Scranton Public Library Report

Ms. McGee informed the board that the Friends group reposts everything SPL shares on Facebook. She also extended an invitation to the board to follow the group on Facebook. The group recently participated in Boscov's Friends Helping Friends fundraising event, where they promoted Mini Golf and the Book Sale. They will sponsor a hole for Mini Golf as well. The tentative dates for the 2024 sidewalk book sale are September 28, pending library approval, with a rain date set for October 5. The group is in need of additional volunteers for the book sale.

Good and Welfare

Dr. Ginsberg shared details of his upcoming Longevity Challenge event, which is scheduled for December 2 from 2- 4:30 PM in the Henkelman Room.

Adjourn

A motion to adjourn the meeting was made by Atty. Hailstone and seconded by Mr. Davis. The meeting was adjourned at 4:51 P.M. The next meeting is scheduled for November 16 at 3:30 P.M.

Respectfully Submitted,

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

Karen Bazzarri
Secretary