

**SCRANTON PUBLIC LIBRARY**  
**MINUTES OF THE BOARD OF TRUSTEES**

November 16, 2023

The Board of Trustees of the Scranton Public Library meeting was held in person and virtually on Thursday, November 16, 2023. President Dr. Mayers called the meeting to order at 3:34 P.M.

**Present:**

Dr. Kenneth Mayers,  
*President*

Ms. Sharon Quinn,  
*Vice-President*

Mr. Joseph X. Garvey,  
*Treasurer*

Ms. Karen Bazzarri,  
*Secretary*

Elizabeth Bohan

Atty. Pat Clark

Mr. John Cowder

Ms. Mary Beth D'Andrea

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Ms. Glynis Johns

Ms. Linda Koons

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

**Absent:**

Mr. George Aulisio

Mr. William Davis

Mr. Jim Henkelman

Atty. Brian Lenahan

**Public Comment:**

**October Consent Agenda Items**

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

**Communications**

Mr. Thomas announced that Rabbi Rosenberg has resigned from the Board of Trustees. A letter will be sent thanking him for seventeen years of service.

**Public Comment**

No public comment.

### **Finance Committee Report**

Mr. Garvey reported the meeting with the Wells Fargo investment advisor was positive and summarized the library's account balances.

### **Facilities Committee Report**

Mr. Cowder reported the following building updates:

**Albright Building:** Nothing new to report.

**Nancy Kay Holmes Branch:** Designs for the new circulation desk are being reviewed by staff. Plans have been revised as per their suggestions. GPI engineers are reviewing current bid documents. A revised plan was issued to Scott Thomas to discuss requirements by the IT Department to finalize power and communications requirements. Completion of the bid documents is expected next month.

**Silkman House:** MPS quoted \$155,300 in recommended structural repairs, including removing the south greenhouse addition, reconstructing the front porch deck, and underlying support joists, repairs to the underlying masonry foundations, and related reconstruction of the front ramp and basement light well.

### **Fundraising Committee Report**

The Silent Auction and Donor Appreciation Reception was well attended. The auction for Austin Burke's painting of the branch has been extended to close on December 8<sup>th</sup>. Mr. Cowder's shadowbox of the building received an anonymous winning bid and has been donated to the Nancy Kay Holmes Library.

### **Governance Committee Report**

Ms. Koons provided the Governance Committee recommendations for the 2024 officer slate. Officers will be confirmed during the December meeting. Their recommendations are as follows:

**President** - Ms. Sharon Quinn, **Vice-President** - Ms. Karen Bazzarri,  
**Secretary** - Mr. Tim McCabe, and **Treasurer** - Mr. Joseph Garvey

As a result of Rabbi Rosenberg's departure, the board has one vacancy and is accepting applications.

### **Public Relations Committee Report**

Mr. Thomas reported that PR for new additions to the Library of Things and holiday sale email blasts for Library Express are being planned.

### **Bookmobile Replacement Committee Report**

Neither of the two vendor bids that were received and submitted can provide a fully electric vehicle. **Action Item:** Ms. Bazzarri requested approval for two items:

1. A written request pursuing the request to review the submitted bid documents and, if necessary, file a Right to Know request to obtain them.

2. Tentative approval to send a written recommendation to the LCLS Board to move forward with the hybrid model because it is a viable option documented in the submitted RFP. Ms. Quinn motioned to allow the Bookmobile Committee to move forward if necessary. Mr. Garvey seconded, and the motion unanimously passed.

### **Nancy Kay Holmes Steering Committee Report**

The report was given during the Fundraising Report.

### **Library Express Committee Report**

Mr. McCabe reported the Committee has been meeting weekly and is still in the early stages. Additional background information will be reviewed with the Legal Committee for their final report. The current term ends in April. Mall officials have tentatively granted a one-year lease extension at the current rental rate.

### **District Consultant's Report**

Ms. Legate discussed a recent article on the defunding and closing of the Bradford County Library and whether a similar situation could happen in Lackawanna County. A discussion followed.

### **New Business**

**2024 Holiday Closings:** The 2024 library closings schedule was presented for the Board's review. **Action Item:** Mr. Garvey motioned to accept the 2024 closings. Ms. Koons seconded, and the motion passed.

**Bylaws Committee:** A committee will be formed to update the Bylaws.

### **Old Business**

**MOUs with LCLS for IT-Digital Services and Technical Services: Action Item:** The current MOU has been renewed for 2024 with minor changes. **Action Item:** Mr. Garvey motioned to accept the MOUs. Ms. Bazzarri seconded, and the motion passed.

### **Friends of the Scranton Public Library Report**

The annual donation for the Friends is \$17,000. The donation includes the last \$5,000 installment for Albright's circ desk and \$4,000 for Children's programming. The group has raised \$21,000 in total for 2023. Ms. McGee also reminded the Board to renew their membership.

### **Good and Welfare**

Mr. Thomas gave a reminder that the 2023 Holiday Party will be held on Friday, December 15, at 5 PM. Spouses and partners are invited to attend.

**Adjourn**

A motion to adjourn the meeting was made by Ms. Bazzarri and seconded by Ms. Koons. The meeting was adjourned at 5:02 P.M. The next meeting is scheduled for December 21 at 3:30 P.M.

Respectfully Submitted,

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

Karen Bazzarri  
Secretary