

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

December 21, 2023

The Board of Trustees of the Scranton Public Library meeting was held in person and virtually on Thursday, December 21, 2023. President Dr. Mayers called the meeting to order at 3:00 P.M.

Present:

Dr. Kenneth Mayers,
President

Ms. Sharon Quinn,
Vice-President

Mr. Joseph X. Garvey,
Treasurer

Ms. Karen Bazzarri,
Secretary

Mr. George Aulisio
Elizabeth Bohan

Atty. Pat Clark

Mr. John Cowder

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Mr. Jim Henkelman

Ms. Glynis Johns

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

Absent:

Ms. Mary Beth D'Andrea

Mr. William Davis

Ms. Michele Legate,
District Consultant

Public Comment:

November Consent Agenda Items: Dr. Mayers asked if anyone had questions regarding the November Consent Agenda items. **Action Item:** Ms. Quinn motioned to accept November's Minutes, Treasurer's Report, Statistical Report, and the CEO Report as printed. Atty. Lenahan seconded, and the motion passed.

Communications and Public Comment: Nothing to report.

Finance Committee Report: Mr. Garvey presented the library's operating activity report for the month. He also summarized the library's account balances and shared that investment assets are well-mixed as per the library's Wells Fargo advisor. He added that if everything goes according to plan, the projected budget shortfall of \$185,000 for 2023 could be reduced to approximately \$60,000.

Facilities Committee Report: Mr. Cowder reported the following building updates-
Albright Building: The roof tile fabricator is four weeks behind schedule. Mr. Cowder is hopeful the roof repairs will be completed by the end of January.

Nancy Kay Holmes Branch: The Steering Committee has prioritized additional project design items not included in the Keystone grant application. An overview was given. Select items will be included in the bid documents as deduct alternates to the base bid. This project's anticipated bid target date is sometime next April, with construction beginning in late spring or early summer.

Silkman House: The prospect of moving Technical Services from the Silkman House remains under consideration, with a possible relocation option to Library Express as part of that facility's review.

Fundraising Committee Report: Austin Burke's painting of the Nancy Kay Holmes Branch Library was auctioned off for \$1,020 and then donated to the branch. It will be temporarily displayed at the Albright until NKH's renovations are completed.

Governance Committee Report: The Committee has received an application from a prospective board member, and an interview has been scheduled. A report will follow.

Public Relations Committee Report: Two news stations interviewed Mr. Thomas regarding the state library budget. The library's podcast, *Tales from the Albright*, will now be recorded on video and uploaded to YouTube.

Bookmobile Replacement Committee Report: Ms. Bazzarri reported that the county commissioners have approved and signed a contract with Tech Ops. She also shared additional details, including a projected delivery date for the completed vehicle in the spring of 2025. A discussion followed.

Nancy Kay Holmes Steering Committee Report: Ms. Quinn shared that the Career Technology Center is willing to construct the proposed gazebo in the yard behind the library. The required materials for the project will be financed through sponsorships. Due to time constraints, there have been some alterations in the original plans for the garden project with the Boy Scouts. Mr. Thomas received a call from a foundation outside the area searching online for funding options. The webpage for the renovation will be updated with the details regarding phase two. A keyword report will be created to assist with online searches for the project.

Library Express Committee Report: Mr. McCabe reported that the Committee met with the Finance Committee to review budget limitations that could impact any proposed recommendations. The Committee plans to reconvene on January 8th to continue their research and finalize their recommendations for budget approval in February.

Bylaws Committee Report: Dr. Ginsberg reported that during their December 18th meeting, the Committee discussed term limits, nominations, and elections. The group plans to meet again after the New Year, hoping to finalize their recommendations within the next month or two.

New Business: Bargaining Unit Wage Increase: Fellow LCLS libraries plan to raise their wages by 3% in 2024. While SEIU's contract with SPL didn't include a wage increase for the final year, Mr. Thomas has proposed that the Board ratify a decision to match the 3% increase for all SPL employees. **Action Item:** Ms. Koons motioned to authorize the increase. Atty. Lenahan seconded, and the motion passed.

Old Business: Nothing to report.

Friends of the Scranton Public Library Report: Ms. McGee reported that the final book sale for 2023 brought in \$5,200, which is \$500 less than the average for the year. However, sales have increased by \$1,500 since 2017. The next book sale will begin on February 27 and be held over five days. The group also expressed their gratitude for this year's holiday party.

Good and Welfare: The Board members also expressed their enjoyment of the holiday party.

Dr. Mayers called the meeting into Executive Session at 4:22 P.M. and reconvened at 4:38 P.M.

Personnel Committee Report: CEO Salary: Atty. Lenahan, acting on behalf of the Personnel Committee, motioned to accept the 3% wage increase for Mr. Thomas. The Board unanimously approved, and the motion passed.

Adjourn

Ms. Bazzarri motioned to adjourn, and Mr. Garvey seconded. The meeting ended at 4:50 P.M. The next meeting is scheduled for January at 3:30 P.M.

Respectfully Submitted,



Karen Bazzarri
Secretary