

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

April 17, 2024

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, April 17, 2024. Ms. Quinn called the meeting to order at 3:34 PM.

Present:

Ms. Sharon Quinn,
President

Ms. Karen Bazzarri,
Vice-President

Mr. Tim McCabe,
Secretary

Mr. George Aulisio

Atty. Pat Clark

Ms. Anita Cola

Mr. John Cowder

Ms. Mary Beth D'Andrea

Mr. William Davis

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Ms. Linda Koons

Also:

Mr. Scott Thomas,
Chief Executive Officer

Ms. Jenny Shoener,
Assistant to the CEO

Sandy Longo
*Lackawanna County Library
System Executive Director*

Ms. Michele Legate,
District Consultant

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

Absent:

Mr. Joseph X. Garvey,
Treasurer

Elizabeth Bohan

Mr. Jim Henkelman

Ms. Glynis Johns

Atty. Brian Lenahan

Dr. Kenneth Mayers

Ms. Laurel Radzieski

Public Comment:

Ms. Joan Hodowanitz

Visit from Sandy Longo, LCLS Executive Director: Ms. Quinn and the Board extended a warm welcome to Ms. Longo on her appointment as the new Executive Director. Ms. Longo has previously worked as the director of the Abington Community Library and is excited about fostering more collaboration throughout the county and sharing new initiatives. A discussion followed.

March Consent Agenda Items: Ms. Quinn asked if anyone had questions regarding the March Consent Agenda items. **Action Item:** Mr. Davis motioned to accept March's Minutes, Treasurer's Report, Statistical Report, and the CEO Report as printed. Ms. Bazzarri seconded, and the motion passed.

Communications: Nothing to report.

Public Comment: Ms. Hodowanitz has been visiting Library Express daily. Although she hates to see it close, she is happy to see people buying discounted merchandise.

Finance Committee Report: Mr. Thomas shared a correction made to the Treasurer's Report concerning Library Express employee salaries. This revision did not affect the overall net amount. SPL Investments are steady, and the final version of the 2023 Financial Statements was presented. Any questions pertaining to the statements can be directed to Mr. Garvey.

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

Albright Building: On April 19, Dunmore Roofing will install the final ridge tiles, completing the project. Barry Bennington repaired and reinstalled the front lobby door. Refinishing will be scheduled for both entrance doors affected by weather fading.

Nancy Kay Holmes Branch: Champion Builders have signed a contract agreement to fire-rate the Basement Furnace Room, replace the Basement Emergency Exit Door, and install a Drywell. The Upgrade Renovation plans were approved by Northeast Inspection Consultants, and the Office of the Commonwealth Libraries approved the Keystone Grant plans. The project will be advertised for bid in the Scranton Times-Tribune on April 23 and May 1. The Pre-Bid Meeting will take place on May 9 at 10:00 a.m. The bids will be due on May 16 and opened publicly at 2:00 p.m. that afternoon. A special meeting will be scheduled to recommend an award to the Board of Trustees, after which the approved recommendation will be submitted to the County Commissioners at their work session on May 29. The Commissioners will announce the awarding of the contract on June 5, and the awarded contractor will receive a Notice to Proceed on June 12. The work should be completed no later than November 14, 2024. The ADA parking plan along Wyoming Avenue is pending PennDot approval. This is not expected to delay the project's bidding, award, or construction progress.

Silkman House: Nothing new to report.

Library Express: Covered during the Library Express Committee report.

Fundraising Committee Report: Mr. Thomas reported that Coffee Inclusive will provide a coffee bar at Swingin' on Vine. The coffee shop is a subsidiary of the non-profit organization PA Inclusive, which promotes inclusion in the community and empowers individuals with diverse abilities. The Board was provided with ten Swingin' on Vine event tickets to sell and was informed of multiple opportunities to volunteer and donate.

Governance Committee Report: Nothing new to report.

Public Relations Committee Report: Mr. Davis reported that Library Express is currently offering a 75% off discount. The Bookshop.org account has transitioned from "Library Express Bookstore" to "Scranton Public Library. Lamar will donate billboards at multiple locations for Swingin' on Vine, and the library's *Tales from the Albright* podcast now has a film component to increase viewership.

Nancy Kay Holmes Steering Committee Report: Ms. Quinn has reported that students from St. Paul's School recently visited the Nancy Kay Holmes Library to begin work on "The Heart to Art" mural project. Additional sessions are scheduled to take place at Pretzel Park, located at the corner of N. Washington Ave and Electric Street, Dunmore Elementary, and possibly Green Ridge Corners. The library plans to add photos from these events to its website. The Committee is also planning a fundraiser at the Railyard Restaurant and Bar.

Library Express Committee Report: Mr. McCabe reported that the Committee will meet after the store's final closing day. They will discuss the final closing steps and how merchandise should transition from LE to the other libraries.

Bylaws Committee Report: Bylaws Change: The revised bylaws were introduced in the April meeting and now require final approval.

Action Item: Ms. Koons motioned to accept the bylaws as written. Ms. Bazzarri seconded, and the motion passed.

District Consultant's Report: Ms. Legate informed the Board that the 2023 Annual Report has been submitted to the Office of Commonwealth Libraries. She also explained the information collected and mentioned that a copy of the report would be sent to each member of the Board.

New Business: Reschedule of the June Board Meeting: Mr. Thomas proposed rescheduling the June 20 meeting to June 27, the following week. **Action Item:** Atty. Hailstone motioned to accept the date change. Mr. Davis seconded, and the motion passed. Adams Garage is now under new ownership, and it has recently reopened. The new owner of the garage has agreed to provide discounted parking rates for library patrons. For validation, a library card is required. The discounted rate for library patrons is \$3 for up to 4 hours of parking time. Library staff can park at the rate of \$67 a month. A trial period will be implemented.

Old Business: Statistics: Mr. Thomas compared current statistics with historical statistics.

Friends of the Scranton Public Library Report: Ms. McGee announced that the Friends have agreed to become \$500 Vine Sponsors for the upcoming Swingin' on Vine event. They will also contribute a raffle basket and baked goods and volunteer during the event. The next book sale is scheduled for June 4-9 at the Marketplace at Steamtown. This will be their first sale without Library Express, but they will be provided with training on how to use the Square point-of-sale system. The remainder of the book sales will be held at the Marketplace at no charge. The Marketplace has offered a discount of \$50 a day in 2025. The location of future sales is still being discussed. Ticket sales for this year's bus trip are going well and those interested in making a reservation can contact Jenny Shoener.

Good and Welfare: Dr. Ginsberg extended an invitation to his Longevity Challenge seminar, which will be held on May 19 at the Temple of Israel from 10 AM to 2 PM.

Mr. Cowder extended an invitation to the annual Jane Jacobs Walk he is hosting on May 4. The walk will begin at the Dunmore Community Center at 10 AM. Jane Jacobs was born in Scranton and was a journalist, author, and urban activist.

Adjourn: Ms. Bazzarri motioned to adjourn; Atty. Hailstone seconded, and the motion passed. The meeting ended at 4:58 P.M. The next meeting is scheduled for May 16, 2024, at 3:30 P.M.

Respectfully Submitted,



Tim McCabe
Secretary