

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

July 18, 2024

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, July 18, 2024. Ms. Quinn called the meeting to order at 3:32 PM.

Present:

Ms. Sharon Quinn,
President

Ms. Karen Bazzarri,
Vice-President

Mr. Tim McCabe,
Secretary

Dr. George Aulisio

Elizabeth Bohan

Atty. Pat Clark

Ms. Anita Cola

Mr. John Cowder

Ms. Mary Beth D'Andrea

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Ms. Linda Koons

Atty. Brian Lenahan

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*

Public Comment:

Ms. Joan Hodowanitz

Absent:

Mr. Joseph X. Garvey,
Treasurer

Mr. William Davis

Ms. Glynis Johns

Mr. Jim Henkelman

Dr. Kenneth Mayers

May Consent Agenda Items: Ms. Quinn asked if anyone had questions regarding the June Consent Agenda items. **Action Item:** Ms. Koons motioned to accept June's Board Meeting Minutes, Treasurer's Report, Statistical Report, and the CEO Report as printed. Dr. Ginsberg seconded, and the motion passed.

Communications

Correspondence: Nothing to report.

CEO Report: SPL is producing a video for elementary students highlighting the Children's Library and what it offers. Library card applications have been included in the SSD Student Handbook for the last several years. We are working with SSD to update the form. Atty. Clark has contacted the Dunmore School District Superintendent for similar cooperation.

Public Comment: Ms. Hodowanitz provided an update from the latest Prison Board meeting, where they discussed creating a book collection for the prisoners. They are considering using books from the Friends' book sale for this purpose. Ms. Hodowanitz is worried that people are confused regarding Friends book sales status, as some believe that the book sales at the Marketplace won't continue since Library Express is closed.

Finance Committee Report: Mr. Thomas reported on behalf of Mr. Garvey that investments are stable. SPL will enter SEIU negotiations in September. In preparation, LCLS has been asked for a financial outlook for the next three to five years. This year, Lackawanna County has proposed a tax increase. Last year's 8.87% millage increase will need to be further increased. Mr. Thomas proposed to the SPL board that they petition the LCLS board to pursue an additional millage increase. **Action Item:** Ms. Cola motioned to approve the millage increase petition to the LCLS board. Ms. Bazzarri seconded, and the motion was approved. The Finance Committee will determine the specific percentage to be requested.

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

Albright Building: GPI engineers are scheduled to inspect the nearly 40-year-old air-conditioning system. The average life expectancy for this type of unit is 25 years.

Nancy Kay Holmes Branch:

Basement: The basement fire-rating work continues. This week, the remaining door hardware, fireproofing and electrical lighting, receptacle switches and covers, and reinstallation of the electrical panelboard are scheduled to occur.

Upgrade Renovations: KR Construction Group Inc. and Mr. Thomas have signed the Contract Agreement for \$541,779.10. The branch is preparing for closure on July 24. A second hybrid job meeting is scheduled for July 22. KR has requested asbestos testing in the following areas: the future location of the ADA entrance, the future location of the ADA restroom, and the chimney. Quad 3's test results showed that the first two areas need abatement. Asbestos was not found in the chimney area. Alicon Environmental has been contacted for a remediation and subsequent air testing quotation. KR will add 10% to this amount for their fee. This will be the first Change Order for the project.

Silkman House: Nothing new to report this month.

Fundraising Committee Report: Mr. Thomas reported that the Fundraising Committee met on July 9 to discuss increasing the variety of merchandise sold on the main floor of Albright and the potential of a wine-related fundraiser. A discussion followed.

Governance Committee Report:

Board Election of Daysi Carreto: The Governance Committee approved Ms. Carreto's application and conducted an interview. **Action Item:** The Governance Committee motioned for the board to accept Ms. Carreto as a member of the Board of Trustees. Dr. Ginsberg accepted the motion, which was approved by all, and passed.

Public Relations Committee Report: Mr. Thomas shared on behalf of Mr. Davis that closure notices for the Nancy Kay Holmes Branch are now advertised. Additionally, an advertisement has been placed on FNCB's digital billboard, and large closure signs will be purchased to post in front of the building. The possibility of billboards is being explored. The plastic bag collection for Eagle Scout Dawson Reid's bench project is underway and has been publicized along with Bookshop.org.

The library has been sharing "Throwback Thursday" library photos on social media and has received an enthusiastic response.

Nancy Kay Holmes Steering Committee Report: This report was covered during the Facilities and Public Relations reports.

District Consultant Report: Ms. Legate has announced that the Pennsylvania state legislature has passed the 2024-2025 PA Commonwealth Budget. The public library subsidy has been maintained at its current level without any cuts or increases. Ms. Legate expressed her concerns about inflation and said that diligence will be necessary for next year's budget.

New Business:

Scranton Public Library Authority: Mr. Thomas reported that the Authority met on July 16th. Mr. Cowder and Ms. John's terms are set to expire, and their reappointments are currently in the legislative process.

Old Business:

Strategic Plan: Mr. Thomas reported that the Strategic Planning Committee met on July 2 to review the 2020 Strengths, Weaknesses, Opportunities, and Threats (SWOT) Analysis. It was concluded that hiring a consultant is unnecessary.

Mobile Library: Ms. Bazzari reported that LCLS has decided to have the vehicle's exterior wrap professionally designed instead of holding a teen wrap design contest. Alternatively, they will hold a teen bookmark contest for ages 12-17 to celebrate the vehicle's arrival. More details on the contest will be provided soon. Mr. Thomas informed that the LCLS board has received SPL's MOU, which is currently being reviewed. As of July 9, the vehicle's delivery date is undetermined.

Friends of the Scranton Public Library Report: Ms. McGee updated that the next sale is September 10-14 at the Marketplace at Steamtown. Fliers will be provided during the next Trustees board meeting. The Marketplace's fee for each day of the sale is \$50. Ms. Hodowanitz has generously offered to pay all the costs for 2025. Mr. Thomas met with the Friends' board to discuss further sale logistics. SPL's Maintenance staff will not be permitted to schedule a vacation during the sale. Due to limited storage space, unsold books will be recycled. Donations will no longer be accepted when donations fill the allotted storage space at the Albright, Silkman House, and the Children's Library. Mr. Thomas offered additional storage at the Nancy Kay Holmes Branch once renovations were complete. For the remainder of 2024 and 2025, SPL will monitor sales profits and how much labor Maintenance staff is required to transport inventory to the Marketplace. Book sale support from SPL may be contingent upon the sales occurring in the Henkelman Room instead of the Marketplace.

Good and Welfare: Dr. Ginsberg shared an article from *The New Yorker* about EliQ, an AI-powered robotic companion for older people. He also requested recommendations for the next Friends bus trip. Mr. Thomas reminded the board that he and past board member Ms. Radzieski will be reading their pieces featured in the publication, Readings from "Currents in the Electric City: A Scranton Anthology" on Saturday, July 27 at 3:00 PM.

Ms. Quinn shared a friend's positive experience while donating books to the library. Her friend, who has mobility issues, was very impressed with how efficiently staff carried the boxes from her car and was grateful for the easy exchange.

Adjourn: Ms. Bazzarri motioned to adjourn; Ms. Koons seconded, and the motion passed. The meeting ended at 4:41 PM.

The next hybrid meeting is scheduled for August 15, 2024, at 3:30 PM.

Respectfully Submitted,

A handwritten signature in black ink, appearing to read "T. McCabe", with a horizontal line above the first few letters.

Tim McCabe
Secretary