

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

June 27, 2024

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, June 27, 2024. Ms. Quinn called the meeting to order at 3:35 PM.

Present:

Ms. Sharon Quinn,
President

Mr. Tim McCabe,
Secretary

Dr. George Aulisio

Elizabeth Bohan

Atty. Pat Clark

Ms. Anita Cola

Mr. John Cowder

Ms. Mary Beth D'Andrea

Mr. William Davis

Mr. Jim Henkelman

Ms. Linda Koons

Also:

Mr. Scott Thomas,
Chief Executive Officer

Ms. Jenny Shoener,
Assistant to the CEO

Public Comment:

Ms. Joan Hodowanitz

Absent:

Ms. Karen Bazzarri,
Vice-President

Mr. Joseph X. Garvey,
Treasurer

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Ms. Glynis Johns

Atty. Brian Lenahan

Dr. Kenneth Mayers

Ms. Michele Legate,
District Consultant

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

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

Communications

Correspondence: Nothing to report.

Public Comment: Ms. Hodowanitz praised the staff for organizing Swingin' on Vine. Despite the rain, she was pleased to see attendees enjoying themselves.

Finance Committee Report: Mr. Thomas reported on behalf of Mr. Garvey that investments are performing well, with a slight increase. However, the Nancy Kay Library funds will steadily decline now that the Renovation Project has begun.

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

Albright Building: The damaged front lobby door has been repaired and reinstalled. Due to weather fading, further refinishing work on the front entrance will be scheduled.

Nancy Kay Holmes Branch:

Basement: The basement fire-rating work continues. The basement exit door and exterior stairwell drywell have been installed. After painting, the remaining door hardware, electrical lighting, receptacle switches and covers, and reinstallation of the electrical panelboard will be completed.

Upgrade Renovations: The Contract Agreement was issued to KR Construction Group. Job Meeting No. 1 occurred at the job site yesterday, June 25th, with KR Owner Kim Hawkins, his field superintendent, Sabrina Ysabel, and his staff (via TEAMS virtually), GPI engineer Dave Andres, and MEP engineer Maddy Opalka, and the library staff – Scott Thomas, Diane Demko, and Jenny Shoener. The branch is set to close on July 24th, and construction is expected to start around that time. KR will provide an updated schedule, and the revised Highway Occupancy Permit plans have been submitted to PennDOT for final approval. The following job meeting will be scheduled near the start of construction.

Silkman House: Nothing new to report.

Fundraising Committee Report: Mr. Thomas reported that Swingin' on Vine made \$12,818, a decline from 2023's \$16,209 profit total. Despite this, Mr. Thomas deemed it successful due to the night's competing events and the weather. NEPA Gives netted \$1,150, a decline from 2023's \$3,150.

Governance Committee Report: On behalf of Atty. Lenahan, Mr. Thomas reported that the Committee has accepted Daysi Carreto's application and will schedule an interview.

Public Relations Committee Report: Mr. Davis commended the staff for the success of Swingin' on Vine and agreed with Ms. Hodowanitz that the event generated goodwill. Closure notices will be advertised when the Nancy Kay Holmes Library's Renovation Project begins. This will include an advertisement on FNCB's digital billboard. Photos of the building's progress will be shared on social media. The Scranton Times will be publishing an article on the Library of Things. Mr. Davis proposed hosting a photo contest for patrons using Library of Things collection items. Promotions for Summer Quest, Gift of a Book, and Bookshop.org are also scheduled.

Nancy Kay Holmes Steering Committee Report: This report was covered by Mr. Cowder's Facilities Report.

New Business: Nothing to report.

Old Business

Strategic Plan: Mr. Thomas has invited Mr. McCabe, Ms. Cola, Dr. Aulisio, and Atty. Clark to form a committee to review the current plan's process and assess if the same challenges continue. Increasing services and resources to the ESL community is a high priority.

Law Library: Mr. Thomas reported that the Lackawanna County Library Education and Culture Tax funds the Law Library. Lackawanna County Library System contributes \$65,000. Mr. Thomas and LCLS administrator Sandy Longo will schedule a meeting to propose that Scranton Public Library oversee the Law Library's databases.

Mobile Library: Scranton Public Library will provide services to the Mobile Library. An MOU between the Lackawanna County Library System and the Scranton Public Library is being drafted. The vehicle's ownership is currently undetermined.

Friends of the Scranton Public Library Report: A written report was provided, and it is as follows: The June book sale raised \$4,461, while they raised almost \$6,000 in March. The average for the past seven years is \$5,889. Several events were happening in the city that week- NEPA Gives Block Party, Swingin' on Vine, and the Greek Food Festival, which could be the reason for the lower income. This was the first sale without Library Express. Logistical adjustments will be made for the next sale. The next sale is September 10-14, and a sidewalk sale will be held on September 28 in front of the Albright.

Daily	Tues.	Wed.	Thurs.	Fri.	Sat.
Current sale	2,278	790	616	417	361
March '24 sale	2,819	988	688	812	627
Avg. since 2017	2,278	856	628	587	542

Good and Welfare: Mr. Henkelman emphasized the importance of encouraging people to sign up for library cards. He suggested we capitalize on the grand reopening of the Nancy Kay Holmes Branch by setting up a designated table for new card registration. Additionally, Mr. Thomas mentioned that he has been in touch with the superintendent of Scranton School District, Erin Keating, who is enthusiastic about helping us increase card registrations. Ms. Koons noted the upcoming publication "Currents in the Electric City: A Scranton Anthology." Mr. Thomas and past board member Ms. Radzieski have pieces featured in the publication. Readings from the book are scheduled for July 27 at 3:00 P.M. in the Henkelman Room.

Adjourn: Mr. Henkelman motioned to adjourn; Ms. Koons seconded, and the motion passed. The meeting ended at 4:35 P.M. The next meeting is scheduled for July 18, 2024, at 3:30 P.M.

Following the meeting, Ms. Quinn invited all to join Ms. Doherty of Heart to Art to participate in painting the Nancy Kay Holmes Library Mural.

Respectfully Submitted,



Tim McCabe
Secretary