

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

Thursday, April 17, 2025

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, April 17, 2025, at the Albright Memorial Library. President Quinn called the meeting to order at 3:30 PM.

Present:

Ms. Sharon Quinn,
President

Ms. Karen Bazzarri,
Vice-President

Atty. Pat Clark
Treasurer

Mr. Tim McCabe,
Secretary

Dr. George Aulisio

Ms. Daysi Carreto

Mr. John Cowder

Ms. Mary Beth D'Andrea

Mr. William Davis

Mr. Joseph X. Garvey

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Mr. Jim Henkelman

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:

Ms. Anita Cola

Ms. Glynis Johns

Ms. Linda Koons

Dr. Kenneth Mayers

March Consent Agenda Items: Ms. Quinn asked if anyone had questions regarding the March Consent Agenda items. Ms. Carreto requested a correction to the minutes. Although Ms. Carreto was present, she was recorded as absent. **Action Item:** Mr. Garvey moved to accept the March Board Meeting Minutes with the proposed correction, the Treasurer's Report, the Statistical Report, and the CEO Report as presented. Ms. Bazzarri seconded the motion, which passed.

Communications

Correspondence: None.

Public Comment: Ms. Hodowanitz reminded the Board of the upcoming LCLS Lecture Series event featuring travel writer Rick Steves. The event will be held at the Scranton Cultural Center on Wednesday, April 30, at 7 PM.

Treasurer / Finance Committee Report: Atty. Clark reported that revenue is on target. The Finance Committee will circulate the quarterly budget report next week to discuss possible adjustments. Last month, underperforming investment funds were shifted to better-performing options, which was reflected in this month's Wells Fargo summary. He also mentioned that the

NKH Renovation Fund shows the \$173,000 deficit has increased to \$221,000. The Committee will meet with the library's business manager, Jackie LaPolla, to review the details of the increase. Mr. Thomas is expecting a reimbursement of \$165,000 from the State.

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

Albright Building

Mechanical: GPI Engineering is preparing a proposal to investigate the Albright mechanical system, which is expected to be submitted next week. The proposal will outline the system's age, its repair or replacement needs, cost estimates, project timeline, and any significant challenges, such as access to equipment.

Sewer: Bill Keating inspected the roof downspout connection to the storm sewer near the elevator and found water pooling, indicating settlement and the need for line replacement to prevent backups. Repairs cannot be made until the Scranton Cultural Center renovations are completed later this year, due to the presence of scaffolding. In a discussion with GPI Engineers, Mr. Cowder suggested meeting with Mr. Keating to clarify the cause of the backflow, as settlement alone shouldn't be responsible. If Dix Court is involved, we may need to engage with the City as well.

Executive Office: The carpet tiles have arrived, and installation is set for Saturday, April 26th. The cost is \$6,750.00, and it includes moving furniture, removing the old carpet, and installing new 24x24 tiles.

Vine Street Commons: Mr. McCabe has indicated that Lackawanna College has taken the lead in arranging a meeting with the City's engineer, Tom Reilly, to discuss the concept.

Nancy Kay Holmes Branch Library Upgrade Renovations:

Open House: The Open House on Thursday, March 27th, was well-attended, with nearly 100 donors and civic officials in attendance. Special thanks to the Nancy Kay Holmes Steering Committee and library staff for their support in making it a success.

Automatic Door: The new handicap exit door latch has an issue; it only opens with the automatic button. KR Construction is investigating.

Fencing: Mr. Cowder is seeking a quote for a 4-foot-high picket fence along Wyoming Avenue to keep children safe while activities occur in the back court.

Silkman House

Mr. Thomas provided an update indicating that Commissioner Gaughan reacted positively to Mr. Davis's proposal for relocating Tech Services to county facilities. Mr. Thomas is currently researching who in Lackawanna County is responsible for real estate, as the next step will involve reviewing available spaces. The Lackawanna River Conservation Association has been approached about the possibility of taking over the Silkman House, and they responded positively. Additionally, the Agency for Community Empowerment has expressed interest in acquiring the property.

Public Relations Committee Report: Mr. Davis announced that PR efforts will focus on Swingin' on Vine, and he plans to reach out to LAMAR for billboard advertisements. Once the Bookmobile arrives, its social media pages will be restored and updated. A form is being developed for the public to request a Bookmobile stop. When complete, it will be available on

the website. Ms. Carreto shared the University of Scranton events they would like the Bookmobile to attend.

Strategic Planning Committee Report: Mr. McCabe presented the Committee's final document for Board approval. **Action Item:** The Committee motioned to accept the document as presented; Mr. Garvey seconded, and the motion passed.

CEO Report: Mr. Thomas reported the following updates:

Swingin' on Vine: Tickets will go on sale April 21 for \$20 in advance and \$25 at the door. Sponsorships and raffle baskets are being secured.

National Library Week: Mayor Cagnetti visited the Children's Library to celebrate National Library Week. Not only did she read during storytime, but she, along with the County Commissioners, presented a proclamation in honor of National Library Week.

Bookmobile: The storage of the Bookmobile at the Taylor Municipal Building is still under negotiation.

Tax Assessments: In response to the latest property tax assessment, the Lackawanna County Library System will offer patrons help researching their properties.

LCLS Grants: The System is offering the County libraries grants. Mr. Thomas applied and requested \$12,000 for patio repairs and \$29,000 to cover the shortfall at the Nancy Kay Holmes Library. The Library was a stop for the WVIA News Listening Tour. Approximately twenty people attended the event. WVIA is looking for public input as it continues to develop its local news coverage.

District Consultant Report: Ms. Legate discussed the annual state financial reports. A new report was issued to confirm the library's non-profit status. Although the library holds federal non-profit status and was incorporated in 1893, we were unable to locate the Articles of Incorporation with the state of Pennsylvania. Mr. Thomas is currently working on completing the Article of Incorporation application, which must be submitted by the June deadline.

New Business:

Non-Profit Status: The report was covered in the District Consultant's Report.

Process for Replacing Elizabeth Bohan: Atty. Lenahan spoke of Ms. Bohan's meaningful tenure on the board and her significant contributions to the community. In her honor, a moment of silence was observed. Her passing has resulted in a Board vacancy, and the Committee is soliciting applications from interested candidates. There will be a thirty-day period for applications, during which interviews will be conducted. A recommendation will be reviewed at the June Board meeting.

Old Business:

MOUS with LCLS for Contract Services: All three MOUS with the System have been completed and will expire in 2026.

Friends of the Scranton Public Library Report: Ms. McGee reported the following updates-

Book Donation: The Friends will donate a book in memory of Ms. Bohan.

Book Sale: The upcoming 2025 sale dates are September 9-13 and December 2-6, with additional sales scheduled for May 17, June 21, and July 19 (rain dates will be held the following Saturday). Sidewalk sales will take place on the third Saturday of each month. If it rains on May 17, the sale will be canceled. Unsold books will be listed for sale on the ThriftBooks website.

Bus Trip to the Franklin Institute: Fliers are available. The cost is \$85 for Friends members and includes entrance to several special exhibits.

Newsletter: The newsletter has been distributed.

Cooper's Soup Coupons: Sales will continue.

Good and Welfare: Dr. Ginsberg read an article featured in the Friends' Newsletter called "How to Mount a Bicycle." He also discussed the Torah and shared passages from the Book of Leviticus. Ms. Bazzarri congratulated Dr. Aulisio and the University of Scranton's Weinberg Memorial Library for receiving the 2024 Library of the Year Award from the Pennsylvania Library Association. Mr. Cowder provided details on his upcoming "Jane's Walk" in honor of urban activist Jane Jacobs's 109th birthday. Ms. Shoener and members of her book club will attend, as their April book selection was *Jane Jacobs's First City* by Glenna Lang.

Adjourn: Mr. Garvey motioned to adjourn; Ms. Bazzarri seconded, and the motion passed. The meeting ended at 5:05 PM.

The next hybrid meeting will be held at the Albright Memorial Library on May 15, 2025 at 3:30 PM.

Respectfully Submitted,



Tim McCabe
Secretary