

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

January 16, 2025

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, January 16, 2025, at the Albright Memorial Library. Ms. Quinn called the meeting to order at 3:33 PM.

Present:

Ms. Sharon Quinn,
President

Ms. Karen Bazzarri,
Vice-President

Atty. Pat Clark
Treasurer

Mr. Tim McCabe,
Secretary

Dr. George Aulisio

Ms. Elizabeth Bohan

Ms. Daysi Carreto

Ms. Anita Cola

Ms. Mary Beth D'Andrea

Mr. William Davis

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Ms. Linda Koons

Atty. Brian Lenahan

Dr. Kenneth Mayers

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:

Joan Hodowanitz

Absent:

Mr. John Cowder

Mr. Joseph X. Garvey

Ms. Glynis Johns

Mr. Jim Henkelman

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

Communications

Correspondence: None.

Public Comment: None.

Treasurer / Finance Committee Report: Atty. Clark presented the Finance Committee's recommendations for the 2025 budgets, which include the Operating, Bookmobile/Outreach, IT-Digital Services, and Technical Services budgets. **Action Item:** Atty. Clark, representing the Finance Committee, moved to adopt the 2025 budgets. Dr. Ginsberg accepted the motion; Mr. Davis seconded it, and the motion passed. Atty. Clark also mentioned that the board would receive quarterly budget updates.

Facilities Committee Report: On behalf of Mr. Cowder, Mr. Thomas reported the following building updates-

Albright Building

Terrace Repairs: The front terrace area is sinking. Masonry Preservation Services submitted a \$13,600 repair proposal, which Mr. Thomas has accepted.

Nancy Kay Holmes Branch Library

Upgrade Renovations: A soft opening is scheduled for Tuesday, January 21, at 9 AM. Minor unfinished details remain.

Silkman House

A Facilities Committee walk-through will be scheduled sometime in February. A copy of Mr. Cowder's Silkman House report will be emailed to the Board and the Authority for review.

Fundraising Committee Report: Mr. Thomas shared the following report-

Annual Appeal: There were 63 donors, and \$9,170 has been raised. Ms. Sho

Mini-Golf: The event will be held on February 2, and the snow date is scheduled for February 16. Tickets went on sale on January 2. Each board member was given 10 event tickets to sell.

"Get Carded" T-shirts: The shirts are selling very well, and another order has been placed for sold-out sizes. **Swingin' on Vine:** Preliminary planning will begin in February.

Public Relations Committee Report: Mr. Davis shared that the Committee plans to schedule a meeting soon. February's PR focus will be the Bookmobile and Family Mini Golf.

Nancy Kay Holmes Steering Committee Report: Mr. Thomas updated on the renovation project's current finances. A grand reopening event is scheduled for Thursday, March 27. The Hawks, major donors, those involved in the renovation, the Trustees, the Authority, and the public will be invited.

Strategic Planning Committee Report: Mr. Thomas reported that the Committee is preparing a draft and using the previous plan for comparison.

Governance / Personnel Committee Report: Atty. Lenahan expressed gratitude to the new officers for accepting their roles and announced that the Personnel Committee is seeking additional members.

CEO Contract and 2025 Salary: During the December meeting, it was noted that the previously approved 3% increase in the CEO's salary was incorrect. The vote had intended to approve a 3% increase to \$108,914.26; however, the correct amount should be \$105,744.

Action Item: The Personnel Committee proposed a two-year contract for the CEO with a corrected salary of \$105,744. Dr. Mayers motioned to accept the recommendation and the corrected salary; the board unanimously favored it, and the motion passed.

CEO / Statistical Report: Mr. Thomas updated that the ARPA Grant laptops will be able to be checked out like any other circulating material. It is still uncertain what safety software will be uploaded to them. Mr. Thomas is working on a ten-year statistical overview and will update it when completed. The search for a Spanish language trainer continues. Mr. Thomas reported there are several possible leads. A discussion followed about programming and cross-sharing programs between county libraries.

District Consultant Report: Ms. Legate discussed the recent events at a Susquehanna County library. Because the library is a District Library member, Ms. Legate and Mr. Thomas have offered support to ensure the library continues to meet state standards.

New Business:

Conflict of Interest Form: Each Board member will receive an emailed copy of the Library's Conflict of Interest form. Mr. Thomas requested that the annual form be completed and returned.

Board Resolution for the Waiver of District Aid Standards: Ms. Legate explained the Office of Commonwealth's Waiver of District Aid Standards for the fiscal year 2023-2024.

Action Item: Ms. Koons motioned to accept the waiver. Mr. Davis seconded, and the motion passed.

Scranton Public Library Authority Meeting: The biannual meeting was held on January 14. The Authority owns the Silkman House and will be invited to discuss the building's future.

Old Business:

Bookmobile: Mr. Thomas updated that COLTS is no longer a viable option for storing the Bookmobile because, due to insurance reasons, their new facility does not allow electric vehicles. Alternative locations were suggested and will be explored.

MOUS with LCLS for Contract Services: Mr. Thomas is hopeful they will be finalized in February for the Board's vote.

Friends of the Scranton Public Library Report: Ms. McGee reported that after several attempts, the photo of the annual donation to the Board of Trustees was not published in the Scranton Times. The Friends have donated \$500 to become Hole-In-One sponsors at the Family Mini Golf Fundraiser. They will also donate a raffle basket to the event. Ms. McGee reminded the Board that it is time to renew their Friends memberships. The next book sale at the Marketplace at Steamtown will be held March 4-8. They requested strong volunteers to help set up the Monday before the sale.

Good and Welfare: Dr. Ginsberg shared a story about an American AI robot company that claims its robots can fulfill various roles, such as being companions for the elderly.

Adjourn: Ms. Bazzarri motioned to adjourn; Dr. Mayers seconded, and the motion passed. The meeting ended at 4:55 PM.

The next hybrid meeting will be held at the Albright Memorial Library on February 20, 2025, at 3:30 PM.

Respectfully Submitted,



Tim McCabe
Secretary