

SCRANTON PUBLIC LIBRARY
MINUTES OF THE BOARD OF TRUSTEES

Thursday, January 15, 2026

The Board of Trustees of the Scranton Public Library met in person and virtually on Thursday, January 15, 2026, at the Albright Memorial Library. President Bazzarri called the meeting to order at 3:31 PM.

Present:

Ms. Karen Bazzarri,
President

Mr. Tim McCabe,
Vice-President

Atty. Pat Clark
Treasurer

Ms. Anita Cola,
Secretary

Mr. John Cowder

Ms. Mary Beth D'Andrea

Ms. Channel Evans Kearse

Dr. Daniel Ginsberg

Atty. Jaime Hailstone

Mr. Jim Henkelman

Ms. Linda Koons

Atty. Brian Lenahan

Ms. Sharon Quinn

Mr. Keith Williams

Also:

Mr. Scott Thomas,
Chief Executive Officer

Ms. Michele Legate,
District Consultant

Ms. Jackie LaPolla,
Business Manager

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

Absent:

Dr. George Aulisio

Ms. Daysi Carreto

Mr. William Davis

Dr. Kenneth Mayers

Public Comment:

Ms. Joan Hodowanitz

December Consent Agenda Items: Ms. Bazzarri asked if there were any questions regarding the December Consent Agenda. **Action Item:** Ms. Cola moved to approve the December Board Meeting Minutes, Treasurer's Report, Statistical Report, and CEO Report. Mr. Henkelman seconded, and the motion passed.

Annual Board Meeting Minutes: Ms. Bazzarri asked for a motion to approve the minutes with the one correction to Mr. McCabe's name. **Action Item:** Ms. Koons moved to approve the Annual Board Meeting Minutes. Ms. Quinn seconded, and the motion passed.

Communications

Correspondence: None.

Public Comment: Ms. Hodowanitz commented on the Saturday matinee of *The Trouble with Cali*, that it was very well attended. Also, Ms. Hodowanitz informed the board that the County Literacy Committee meets on the third Thursday of every month in the Commissioners Conference Room at 5:30PM. A brief discussion followed.

Treasurer / Finance Committee Report: Atty. Clark provided the following updates:

Budget: The Treasurer's Report for 2025 shows a net loss of \$36,000. Atty Clark reported on various line items that were higher or lower than anticipated for the year and the reasons for the variations. A discussion followed.

District Library Center Budget: Mr. Thomas reported that this budget runs on a fiscal year of July to June and currently things are in line.

SPL Capital Projects List: Atty. Clark stated that moving forward, the board does not need to go over this every month, it will discuss any updates or changes. For this month the only update is the book drops for Nancy Kay and Dunmore Community Center, which will be discussed later.

Wells Fargo Investments and Assets: Atty. Clark report: 1. The accounts changed very little during December and 2. After the advice of the Wells Fargo manager, the library sold smaller cap stock investments and purchased larger cap stocks investments. Mr. McCabe noted that the monthly withdrawal of \$2,800 from this account to Community Bank is to pay for the Albright renovation loan. Ms. Bazzarri said the finance committee will be planning for the balloon loan payment.

Investment Account Balances: Atty. Clark reported the balances for December 31, 2025.

Facilities Committee Report: Mr. Cowder provided the following updates:

Albright Building

Mechanical System: Larry Marchetti of Smith Miller Associates has issued a draft HVAC analysis report. Mr. Cowder responded to this and currently waiting for the final report.

Elevator: Otis completed the work on the hydraulic system, costing \$19,000. Mr. Thomas will verify with Otis what is covered under the maintenance agreement and if they can provide a status report on the elevator.

Children's Library

Lease Agreement: Ms. Bazzarri will discuss later in new business.

Exterior Repairs: LCLS has agreed to fund temporary scaffolding for the Children's Library. The scaffolding was installed and the main entrance is reopened. Mr. Thomas stated the county will request three quotes for the façade repairs.

Nancy Kay Holmes Branch Library

Front Entrance Stairs: Work is expected to be completed in the spring. KR Construction has indicated that the warranty will be extended for one year following repairs.

HVAC Analysis: Mr. Cowder has requested a proposal from Smith Miller.

Book Drop: Mr. Thomas is looking to purchase book drops for NKH and Dunmore Community Center from the PA Department of Corrections, the cost is approximately \$2,300 for each one. Mr. Cowder asked for the specifications to look for appropriate locations. Mr. Williams also asked for specifications to make sure they will be ADA compliant.

Gutters/Roof: The gutters and eaves need to be painted; the library maintenance can do the work. Dunmore Roofing was at NKH to do some minor repairs and stated the roof needs major repairs, additional information will be obtained regarding the roof. A discussion followed.

SPL Capital Project List: Major focus is the HVAC system at Albright.

Public Relations Committee Report: Mr. Thomas provided the following updates

WNEP Live: Will be reporting live from the Children's Library on January 27th starting at 4:30am to help promote the Mini-Golf fundraiser as well as all the programs the library offers.

Swingin on Vine 2026: Planning will begin in the next few weeks.

Fundraising Committee Report: Mr. Thomas provided the following updates:

Mini-Golf: The event is scheduled for Sunday, February 1. Volunteers are welcome.

Annual Appeal: \$4,700 has been raised. Strategies to expand donor list will be explored.

Swingin on Vine: Planning will be starting soon.

Governance Committee Report: Atty. Lenahan congratulated the new 2026 officers and thanked Ms. Quinn for her term as President. Following Mr. Garvey's departure, the Committee is accepting recommendations and will like to do interviews before the next meeting.

CEO Report: Mr. Thomas provided the following updates:

Bookmobile: Mr. Thomas provided the County Commissioners with an update on the Bookmobile. It will be in the St. Patrick's Day Parade, the Veteran's Day Parade as well as at Ice Festival at Courthouse Square. The summer months will have flexibility to go more locations, since schools will be out for the summer.

University of Scranton: Ms. Carreto put the library in touch with a business professor whose students will help the library do a business plan for selling merchandise at the library.

Lackawanna County Library System Budget: The LCLS board should vote on the 2026 budget on January 26th and hopefully we can pass our 2026 budget at the February meeting. A discussion followed.

District Consultant Report: Ms. Legate discussed the "Letter to the Editor" from the *River Reporter* in Pike County questioning the closure of the Dingman Township Branch of the Pike County Public Library. Ms. Legate wanted the board to be aware of this since it is a district library, and it shows that the board should due its due diligence regarding closure of library branches to make sure that there is enough data to back the decision. A discussion followed.

New Business:

MOU with Friends of Scranton Public Library: The Friends approve the new MOU with no significant changes. Ms. Quinn made a motion to approve the MOU with the Friends. Ms. Evans Kearse seconded the motion and the motion passed.

Conflict of Interest Policy: All board members will need to sign. Mr. Thomas will be sending out the information shortly.

SPLA Meeting: Mr. Thomas stated nothing new to report from the January meeting.

New Ad Hoc Committee – LCLS Relations Committee: Ms. Bazzarri recommended that a new committee be formed to discuss how to approach the Lackawanna County Library System regarding several issues. This committee will be open to all board members with a request that someone from Legal, Facilities, Finance and Public Relations committees join. Anyone who is interested please contact Mr. Thomas.

Old Business:

Fine Free: All LCLS libraries went fine free on January 1, 2026.

Friends of the Scranton Public Library Report: Ms. McGee thanked the library for inviting the Friends to the holiday party. The Friends are sponsoring a mini-golf hole and volunteering at the Mini-Golf Fundraising Event. The next Book Sale will be March 3rd to 7th at the Marketplace at Steamtown. Time for everyone to renew their membership or to join the Friends. Go to the Friends Facebook page to join online or see Ms. McGee for a paper form. The Friends are selling Cooper's Soup Coupons for \$15 each available at all the library locations. Ms. Bazzarri thanked the Friends for all they do for the library.

Good and Welfare: Mr. Thomas gave the board an update on Ms. Shoener's husband. Dr. Ginsberg discussed GRATITUDE, which is the feeling of appreciation by the recipient from the kindness of others. There are seven proven benefits of being grateful: fewer aches and pains, feeling healthier, more likely to be health conscious, live healthier lifestyles, sleep better, improve self-esteem, reduce negative emotions, and less angry and strengthen relationships.

Adjourn: Ms. Quinn motioned to adjourn; Mr. Henkelman seconded, and the motion passed. The meeting ended at 4:53 PM. The next hybrid meeting will be held at the Albright Memorial Library on February 19, 2026, at 3:30 PM.

Respectfully Submitted,

Anita Cola
Secretary