

EC Scranton Memorial Library

Minutes of the Board of Trustees Monday, May 16, 2022

CALL TO ORDER: Wiles called the meeting to order at 7:01pm. In attendance were Buckley, Davis, Dennett, Gagliano, Luckenbach, McCullough, Shirley, Sprage, Stableford, Wiles, Wolf, Director Scarpa, Board of Finance liaison McPherson, and Head of Children's Services Holland.

PUBLIC COMMENT: No public comment.

MINUTES: Stableford made a motion to approve the minutes from April 18, 2022. Davis seconded. The minutes were approved.

SPECIAL PROGRAMS

Children's Department Update: Lydia Holland, Head of Children's Services, updated the board on plans and goals for summer reading programs. Notably the Children's Library of Things will go live this summer.

Update on Building Project: No report.

PRESIDENTS REPORT: Trustees received a copy of the fiscal year 2020 990 tax return. Wiles reminded the board that committees must take minutes of their meetings and post them in Dropbox. Wiles thanked the trustees who participated in staff development day and the Earth Day Festival. The library will participate at the Chamber Business Expo on June 11 and will need trustees to volunteer.

TREASURER REPORTS: Davis reported that income is expected to come in \$150,000 over the approved budget, and reminded the board that the budget forecasts \$55,000 revenue generation in May and June through fundraising.

Fund balances dropped 7%, consistent with the market. Davis reminded the board that these funds are long term investments.

DIRECTOR'S REPORT: Usage statistics remain stable. Scarpa is writing grant reports as required for the grants received.

SCRANTON LIBRARY FRIENDS: Buckley announced that the Friends received the Friends of Connecticut Libraries Focused Project Award. The group is busy preparing for the upcoming book sale on June 10-11.

OLD BUSINESS

Action Items Review: Luckenbach led the action items review.

NEW BUSINESS

Stableford made a motion to amend the agenda to add 24 Wall Street in New Business. Dennett seconded. Agenda is amended.

Recommendation to approve proposed amendments to Strategic Plan: Stableford made a motion to approve the proposed amendments to the strategic plan. Buckley seconded the motion. Proposed amendments were accepted.

Presentation of final slate of Nominees for position of Trustee: Members of the Governance Committee presented the following nominees for the position of Trustee: Tod Van Kirk, Michele Flynn, and Cynthia Schneider

Presentation of Doreen Shirley for position of Secretary for FYs '23 and '24: McCullough presented Doreen Shirley for the position of Secretary to begin July 2022.

24 Wall Street: Stableford presented on the poor condition of 24 Wall Street, which is on the state historical register. The cost to renovate the building will be very high. Lead paint on the building's exterior is beginning to chip and peel off, contaminating the surrounding soil. Stableford made a motion to approve an expenditure of \$33,600 to paint and mitigate lead on 24 Wall Street using funds from the Sherman Bequest. Davis seconded the motion. Discussion ensued, which included exploring options to sell, rent, or demolish the property. The motion passed with one vote in opposition.

COMMITTEE REPORTS

Governance: No report.

Finance and Investments: No report.

Strategic Direction: No report.

Audit: Pullaro is preparing to send Requests for Proposals to several auditing firms.

Development: Help is needed to work and sell tickets for the Scranton Shops 2 event on June 3. All trustees should support this important fundraising event.

Building and Grounds: No report.

NEW ACTION ITEMS REVIEW:

- May 17 town budget referendum
- June 3 Scranton Shops 2 fundraiser
- June 11 Chamber Expo

ADJOURNMENT: The meeting adjourned at 9:04.

Respectfully submitted,
Jessica McCullough
Secretary