

EC Scranton Memorial Library

Minutes of the Board of Trustees Monday, July 19, 2021

CALL TO ORDER: Wiles called the meeting to order at 7:04pm. In attendance were Beirne, Craft, Davis, Dennett, Greenwood, Luckenbach, Maney, McCullough, Petrie, Piner, Pullaro, Shirley, Sprague, Stableford, Wiles, Library Director Scarpa, Board of Finance Liaison McPherson, and Henry Griggs.

PUBLIC COMMENT: No public comment.

MINUTES: Dennett made a motion to approve the June 21, 2021 minutes. Stableford seconded. A correction in section 2.a was discussed. The minutes were approved as corrected.

SPECIAL PROGRAMS:

Update on Building Project: Griggs reported that the HVAC is performing well and still being improved. The sidewalk is still under construction and they are looking for a landscaper or volunteers to help with weeding. The building committee will continue to meet.

Historic Resources Inventory, SHPO Update: Griggs reviewed the Historic Resources Inventory reports which are available online from scrantonlibrary.org/about-us/our-history/. Programming will be developed, including a walking tour. The reports were accepted and approved by SHPO, completing the actions agreed to in the Memorandum of Understanding.

PRESIDENTS REPORT: Wiles thanked those trustees who participated in the 4th of July parade, Hawkes Golf Vehicles, and the Exchange Club. Wiles announced a Scranton Homecoming event on October 1 and the Schumann Children's Library Dedication on October 2.

TREASURER REPORTS: Davis reported that preliminary 2020-21 fiscal year end figures indicated revenue that exceeded the budget by approximately \$41,000, including very strong fundraising that exceeded the budget by \$17,000 and a June grant of \$22,000. Preliminary year end total operating expenses were unfavorable to the budget by approximately \$16,000, in part due to regulatory changes in pension calculations and unanticipated pandemic related expenses.

Investment balances grew in June consistent with the markets in general.

DIRECTORS REPORT: Scarpa reported that library hours are in line with libraries across the state, and are greater than the operating hours in Clinton and Guilford. All statistics are up. The online reservation system for rooms goes online Monday, July 26.

SCRANTON LIBRARY FRIENDS: The next book sale takes place July 23-24. Friends will hold one final book sale in September until the spring. Piner announced Library Links 2021, a new fundraiser scheduled for November 5-6.

OLD BUSINESS

Action Items Review: Petrie led the action items review.

NEW BUSINESS

No new business.

COMMITTEE REPORTS

Governance: The Committee presented two nominations for the position of Trustee: Nancy Gagliano and Chip Walz. A vote will be taken at the September meeting. The final sale of executive officers was also presented:

- President: Nicole Wiles
- Vice President: Keith Luckenbach
- Treasurer: Rick Davis
- Secretary: Jessica McCullough

Finance and Investments: See Treasurer Reports.

Strategic Direction: Petrie presented a progress report on the strategic plan.

Audit: Pullaro presented an engagement letter from Murphy and Company to conduct the 2021 audit. Pullaro recommended the board approve the engagement letter with Murphy and Company, which Dennett seconded. The motion was approved unanimously.

Development: Wiles announced that the committee raised \$27,000 over the 2020-21 goal. Carl Zimmer will give a presentation to donors who donated at least \$250 to the annual fund in 2020-21.

Building and Grounds: Stableford reported that the committee is evaluating the Ichabod Scranton House and seeking an estimated cost to upgrade the building.

NEW ACTION ITEMS REVIEW:

- Save the date for the grand reopening and dedication: October 1 and October 2.
- The final book sale of the summer is this weekend.
- Send names of potential sponsors and donors for the Friends Library Links event in November to Piner.

ADJOURNMENT: The meeting adjourned at 8:36pm.

Respectfully submitted,
Jessica McCullough
Secretary