

EC Scranton Memorial Library

Minutes of the Board of Trustees Monday, June 10, 2024

CALL TO ORDER: Luckenbach called the meeting to order at 7:00 PM.

In attendance: Keith Luckenbach, Doreen Shirley, Ken Nolan, Cynthia Schneider, Tod Van Kirk, John Muller, Chris Ryan, Nicole Wiles, Nancy Gagliano, Paul Sprague, Anne Hering Dias, Mary Beth Forshaw, Michele Flynn, Barbra Buckley, Christine Beirne, Allison Murphy

Not in attendance: William Stableford, Katy Webb, Scott Murphy (liaison BOS), Katie Stein (liaison BOF)

PUBLIC COMMENT: No members of the public in attendance

MINUTES: Sprague made a motion to accept the minutes of the May 13, 2024 meeting; Nolan seconded the motion; motion was approved with one abstention.

PRESIDENT'S REPORT:

Luckenbach asked trustees to participate in the July 4th parade. Two Scranton Library t- shirts remain available for purchase.

TREASURER'S REPORT:

5 trustees to meet to take what the town has given to the library and decide where it should go.

DIRECTOR'S REPORT:

Director Murphy reported the new library app has had over 270 uses. Statistics for borrowing and programming are up in some categories. The area with the most increase is Study Room use. Patrons can call, come in person or reserve a room online. It is difficult to determine how many patrons are turned away because of the online requests. The library has been very busy with students studying for exams.

Scranton Library and Madison Lyric Stage are now in collaboration called Madison Lyric Luck. Community members can come to library to get tickets for Friday, Saturday or Sunday performances.

The library's website now has a DONATE button.

The Summer @ Scranton Block Party will be held on June 29th 5:30-7:30 in the library's parking lot. The Jaycees have made a very generous donation to pay for the food. There will be games, crafts and music. Trustees asked to volunteer.

Murphy reported that youths had recently been found to be drinking in the parking lot and set materials from the dumpster on fire. The MPD were called and responded quickly. The juveniles were arrested and the Fire Marshall has been given video footage.

The question was posed if people in town could automatically be enrolled to receive library cards when they move to town? Jessie Bernier will be at the Sunday concerts with library publications and library card applications.

SCRANTON LIBRARY FRIENDS:

The SLF recent book sale was a success. They raised approximately \$5K. The Friends are now collecting books for their next sale to be held on July 18, 19 & 20th. July 18th is reserved for Friends members only.

MAY ACTION ITEMS REVIEW (For JUNE):

1. SLF's Book Sale will be May 16 (members only), 17, 18. Complete.
2. On June 21 there will be a fundraising event for the library at Surf Club. Please sign up to help on the night of the event. In process.
3. Saturday, June 29 from 5:30-7:30 is the kick off of the summer program called Summer @ Scranton Block Party. BOT members are asked to please sign up to help (5:00-8:00). In process.
4. July 4 parade: Keith has tee shirts; Bill is getting the golf cart. Meet at 9:00 AM Citizen Bank. Please let Keith know if you're participating.
5. Keith has received some response about an appraiser for the library's art collection. In process.
6. Each committee will complete a SWOT analysis of its work to be shared with Strategic Direction as part of the development a new strategic plan. The format will be provided by Strategic Direction. In process.
7. Read the provided information about the two candidates recommended as new trustees in preparation for a vote in June. Complete.

NEW BUSINESS:

None

COMMITTEE REPORTS

Audit:

Gagliano reported that the engagement letter has been signed. Field work has not yet been scheduled but is anticipated to begin in September.

Building and Grounds:

No report

Development:

Beachside Bash will be held on June 21st at the Surf Club. Tickets were sold out in less than 10 days. The capacity of the Surf Club building with the tent is 125. There are 60+ auction items, food and drink, a live auctioneer and a DJ.

Still in need of volunteers to set up and clean up. Set up between 4:30-6:00 and clean up at 8:30. Volunteers are needed to set up and clean up. The committee is asking trustees to collect \$25 gift cards for the event.

If inclement weather, the event will be held in the library.

The committee continues to work with Alan and Penny Katz to hold a Leadership Alliance reception in September.

Governance:

Beirne reported the committee will choose an onboarding date for new trustees.

The committee will investigate the appropriateness if a Majority vote versus Super Majority vote would be appropriate in some instances.

Finance and Investments:

The chart of accounts is being revised and will be done shortly.

Strategic Direction:

Sprague and the SD committee is now in possession of all the data collected during focus group interviews. The committee will meet on June 20th to put together a report to present to the board. Sprague asked each committee to perform a SWOT analysis. Members of the SD committee who can assist the committees in completing the SWOT analysis including: Laura Downes, Todd Van Kirk, Paul Sprague and Allison Murphy.

Van Kirk made a motion to move into Executive Session; Muller seconded. Motion approved.

Schneider made a motion to move out of Executive session; Buckley seconded. Motion approved.

A motion took place in Executive Session to accept Laura Downes and Dan McIntyre as BOT members.

There will be 17 BOT members as of July 1st. The new trustee onboarding meeting will include visits to 20 & 24 Wall Street

JUNE ACTION ITEMS REVIEW:

1. On June 21 a Beachside Bash for the library will be held at the Surf Club. Please sign up to help.
2. Saturday, June 29 from 5:30-7:30 is the kick off of Summer @ Scranton Block Party. BOT members are asked to please sign up to help.
3. July 4 parade: Keith has tee shirts; Bill is getting the golf cart. Meet at 9:00 AM Citizens Bank. Please let Keith know if you're participating.

4. July 18 (members), 19, 20 are the dates of the next SLF book sale. Please donate.
5. Allison will investigate ways to increase the number community members of all ages having library cards.
6. Keith will follow up with appraisers for the library's art collection.
7. Governance will review the topic of supermajority for the next Bylaws review.
8. Each committee will complete a SWOT analysis of its work to be shared with Strategic Direction as part of the development a new strategic plan.

ADJOURNMENT:

Nolan made a motion to adjourn; Van Kirk seconded the motion. Motion passed. The meeting adjourned at approximately 8:00 pm.

Respectfully submitted,
Doreen Shirley