NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
March 25, 2025, 7:00pm
MINUTES

I. **Call to Order & Roll Call**: The meeting was called to order by Dana Getz at 7:00 PM. Present: Dana Getz, Tom Kosmala, Karrie Lukin, Sarah Poweska, Casey Sample, and Mike Smith. Excused: Irene Caliendo and Kylie Seyler. Also present: Amy Steele, Bob Lukitsch, Kelley Moten, Nicholas Yon, Nick Giorgetti, and Sara Hammel.

II. **Comments from the Public:** None

III. **President's Report: Dana Getz:** Thanked Moten, Steele, and the Governance Committee for an excellent Board Workshop. Getz also thanked the Town of McCandless for allowing the Board to use the Council room for the Workshop.

IV. **New Business:**

a. **GEDTF Grant Audit – (VOTE) Amy Steele:** Motion to approve the GEDTF Grant Audit, duly made by Mike Smith and unanimously carried.
b. **Authorization for staff to temporarily borrow from Operating Reserve Fund, if needed, to bridge cash flow for construction payments while waiting for grant reimbursements (VOTE) – Bob Lukitsch:** Motion to authorize staff to temporarily borrow from the Operating Reserve Fund, if needed, to bridge cash flow for construction payments while waiting for grant reimbursements, duly made by Tom Kosmala and unanimously carried.
c. **Strategic Planning – Kelley Moten:** Moten summarized the outcomes from the Board workshop and next steps for the strategic planning process.

V. **New Northland - Entrance/Staircase Project Update: Amy Steele/Bob Lukitsch:** Steele gave an update for the project. Exterior framing has been done and upstairs flooring is being installed, but there is an issue with exterior stairs. Lease with the café vendor is still in progress. Options for an unexpected, expensive sprinkler system issue are being reviewed.

VI. **Communications:**

a. **Library Marketing & Communications – Nicholas Yon:** An update for the Countywide Library App was released on February 26. Should provide a more user friendly and overall better experience for patrons. After the first week, approximately 1,000 new patrons downloaded the app and, of those, 30% were Northland patrons. National Library Week is April 6-12 and "Drawn to the Library" is this year's theme. All of our supporting municipalities have issued proclamations again this year. Yon, in partnership with the Foundation, began an exploration project for replacing exterior library signs around the property. The Foundation Board has approved funding up to $50,000 for the project.

b. **Departmental Updates – Kelley Moten:** The Children and Teen Department has begun a heavy weeding project which will allow room for new collections and room to expand popular collections. A pen-pal program between Bókasafn Vestmannaeyja, a library on the small, remote Icelandic island of Vestmannaeyjar, has started between Norbert, Northland's owl mascot, and Loki, Bokasafn Vestmannaeyja's puffin mascot. Children from both countries are also sharing letters and pictures with their new pen pals. The Children and Teen Department once again has chick eggs, and they should be hatching in about two weeks.
c. **Foundation – Sara Hammel:** Prep for the Garden Gala is gearing up. Sponsorship commitments are up compared to last year. VIP tickets are sold out; general admission tickets are still available. During Nation Library Week, there will be "Dine to Donate" fundraiser at Millie's (Wexford) on Thursday April 10 from 4-8 PM. Pre-orders are available for sundae kit and ice cream pint pickups. The Children's Gala will be on September 20 and the theme will be "Under the Sea."
d. **Junior Board Member Report – Kylie Seyler:** None.
e. **Other:** None.

VII. Board Education:

a. **Advocacy – Amy Steele:** Steele discussed potential Institute of Museum and Library Services (IMLS) funding concerns due to a recent White House announcement. IMLS funding is crucial for libraries. IMLS provides funds to the state which provides grants, services, and opportunities for libraries, including Northland. American Library Association (ALA) is encouraging everyone to share how important public libraries are for communities. E-rate funding is also being monitored, which directly affects Northland's ability to receive funds toward internet and digital equipment for the library. Pennsylvania Library Association (PaLA) 2025 funding request was shared with the Board. Legislative meetings with local officials have begun. Reach out and share your concerns about funding with local officials.

VIII. Unfinished Business: None

IX. Legal Matters: None

X. Consent Agenda (VOTE):

a. **Minutes**
    i. February 25, 2025 Board Meeting
b. **Treasurer's Report**
c. **Executive Director's Report**

Motion to approve the consent agenda, duly made by Mike Smith and unanimously carried.

XI. Committee and Other Reports:

i. **Personnel Committee – Did not meet**
ii. **Building & Grounds Committee:** See above.

XII. **Board Comments:** Alan Shuckrow has been appointed to the Allegheny County Council's Accountability, Conduct, and Ethics (ACE) Commission. The Board agreed to schedule a Special NPLA Board meeting on Thursday April 10 at 7:30 PM to discuss the café lease and sprinkler system. Sample thanked Moten and Steele for the productive Board workshop.

XIII. **Comments from the Public:** None

XIV. **Adjournment:** Motion to adjourn duly made by Tom Kosmala and unanimously carried. The meeting adjourned at 8:23 PM.

Respectfully submitted,

Sarah Poweska
Secretary