NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
May 27, 2025, 7:00pm
MINUTES

I. Call to Order & Roll Call: The meeting was called to order by Dana Getz at 7:10 PM. Present: Irene Caliendo, Dana Getz, Tom Kosmala, Karrie Lukin, Sarah Poweska, Casey Sample, Mike Smith, and Kylie Seyler. Also present: Amy Steele, Bob Lukitsch, Kelley Moten, Nicholas Yon, Alexis McKinley, Rita Martin, Jason Singer, Nicole Stauffer, and Richard Tice.

II. Comments from the Public: None.

III. President's Report: Dana Getz: The Garden Gala was wonderful and feedback from the public has been very positive. The recent support from the Foundation has been unprecedented and immensely appreciated.

IV. New Business:

a. **2024 Audit – (VOTE) Nicole Stauffer:** Tice and Stauffer presented an overview of the Audit. There were no difficulties dealing with management. Motion to accept the 2024 Audit with the suggested edit to the Cash and Deposits section under Notes to Financial Statements, "in an absence of the Authority having its own investment policy, we are required and do follow the requirements of the Municipality Authorities Act", duly made by Irene Caliendo and unanimously carried.
b. **RAD Formula – (VOTE) Amy Steele:** Motion to recommend Northland vote to approve the revised RAD formula as presented by the RAD Formula Task Force at the June ACLA General Membership Meeting, duly made by Casey Sample and unanimously carried.
c. **Northland Sign – update Alexis McKinley/Nicholas Yon:** Warren Associates is working on the permitting with McCandless for the signs. Received a quote from an electrician for lighting to accompany the new sign.

V. New Northland - Entrance/Staircase Project Update: Amy Steele/Bob Lukitsch: New lighting fixtures are being installed, painting is continuing, and temporary walls are coming down. Teen Collection has moved upstairs while the new carpeting is being installed.

a. **Sprinkler System update:** Still determining if expanding the sprinkler room is necessary. Continues to be a complicated situation with many moving parts. The pump has not been ordered yet.
b. **Furniture update:** Have ordered furniture for the café space, intermediate landing area, teen room, and some furniture for the new space upstairs. Some existing furniture will be reupholstered for the new space upstairs. Still some outstanding design work to be completed for the restroom project, but hoping to have an estimate available by next month. Adult changing table and height adjustable sink have arrived.
c. **Schedule update:** A tentative opening date for the new space is in July.

VI. Communications:

a. **Library Marketing & Communications – Nicholas Yon:** Annual Report is complete! Paper and electronic copies are available. Have been promoting our annual Northland NerdCon and have started promoting September's Murder Mystery Fundraiser. Have been publicizing the Garden Gate entrance closing on June 2. Northland will be participating in many community events in June, including the Ross Pride Event, the Franklin Park Community Day, and the Ross Independence Day Parade.
b. **Departmental Updates – Kelley Moten:** Summer Reading is nearly here. Based on patron feedback, the children and teen summer reading programs have moved back to paper forms. A new all ages summer program is being launched that includes trading cards. Bookshelf Bingo is back for Adult Summer Reading and can be tracked with paper cards or electronically. Strategic plan survey has been sent to internal audiences and board members.
c. **Foundation – Alexis McKinley, Rita Martin:** Garden Gala came together well, even without access to the stairs. Almost $50,000 was raised. Attendance and numbers were down a little from last year, but to be expected because of construction. NPLF Board members, Alice Beckett-Rumberger and Sara Hammel, represented Northland at the Ya JagOff's Strawberry Jell-O Pretzel Salad Stand-Off at The Block Northway on Saturday, May 10. Started planning for September – Children's Gala, Murder Mystery Fundraiser, and Love Your Library month events.
d. **Junior Board Member Report – Kylie Seyler:** Seyler met with Teen Librarian, Raeann, to figure out way to get the library into North Allegheny Senior High School (NASH).
e. **Other:** None.

VII. Board Education:

a. **None – Any requests?:** Initial areas of interest have been covered. If anyone has other topics of interest, contact Steele or the Governance Committee.

VIII. Unfinished Business: None.

IX. Legal Matters: None.

X. Consent Agenda (VOTE):

a. **Minutes**
    i. **April 22, 2025 Meeting**
b. **Treasurer's Report**
c. **Executive Director's Report:** Lukin inquired about out-of-county PA residents' use of the eLibrary.

Motion to approve the consent agenda, duly made by Irene Caliendo and unanimously carried.

XI. Committee and Other Reports:

i. **Governance Committee:** Discussed new board member recruitment and new ways to make connections in the municipalities to find

potential future board members. There is a new board member orientation check list and timetable in progress.

ii. **Building & Grounds Committee:** See above.

XII. Board Comments: None.

XIII. Comments from the Public: None.

XIV. Adjournment: Motion to adjourn duly made by Tom Kosmala and unanimously carried. The meeting adjourned at 9:03 PM.

Respectfully submitted,

Sarah Poweska
Secretary