NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
July 28, 2026, 7:00pm
MINUTES

I. Call to Order & Roll Call: The meeting was called to order by Sarah Poweska at 7:01 PM. Present: Victoria Barnosky, Alan Cech, Noelle Ivankevich, Sarah Poweska, and Casey Sample. Excused: Dana Getz, Mike Smith, and Varshini Sentilkumar. Also present: Amanda DeKnight, Bob Lukitsch, Nicholas Yon, Alexis McKinley, Alan Shuckrow, Nathan Babich, Chris Savena, and Courtney Bonnet.

II. Comments from the Public: None.

III. President's Report: Sarah Poweska: Welcome new board member Victoria Barnosky.

IV. Executive Director's Report: Amanda DeKnight: FCC is considering sunsetting e-rate program, which represents a large portion of eiNetwork's budget. Asking board members to reach out to elected officials. Staff vacation policy was updated to allow new staff to purchase a pro-rated amount of vacation after the end of their Introductory Period. DeKnight applied to the PA Humanities Cultural Exchange program which offers mini grants and continuing education funding opportunities. 2027 Budget is drafted. Draft Strategic Plan was circulated. Staff have expressed concerns about AI, like AI generated books. DeKnight and Kelley Moten are drafting an AI Policy. Through a grant from ACLA, DeKnight and Moten have been working with Debra Thompson of Strategy Solutions, Inc. to refine our pay scale based on job descriptions and to prepare for a potential minimum wage increase. Waiting on a part to repair our HVAC system. Signed contract for the retaining wall. Waiting to hear from contractors on a start date for the ADA accessible bathroom. Contractors are waiting on R3A to send final stamped drawings. DeKnight applied for a $10,000 grant through the Office of Commonwealth Libraries for the bathroom project.

V. New Business:

a. **Mid-Year Statistics Presentation: Amanda DeKnight:** DeKnight presented a Mid-Year Statistics presentation, created by Moten, comparing January through June 2025 vs 2026 statistics. Library programs and attendance numbers are up across all ages. Library Usage – Wi-Fi use is up 60%. Average of 1,100 patrons visited every day in June. Receiving upwards of 30 delivery bins with holds and returning materials each weekday. Active library card usage is down slightly from 35% to 33%. Circulation of Physical Items – 5% increase in circulation of physical items, already exceeding 524,134 as of early July 2026.

b. **Recommendation for Jr. Board Member (Vote): Amanda DeKnight:** DeKnight explained the Jr. Board Member vetting and interview process and provided the interview committee's recommendation to the Board. Motion to approve Ramona McCall to be the Jr. Board Member for the NPL Board for the 2026-2027 school year, duly made by Alan Cech, seconded by Noelle Ivankevich, and unanimously carried.
c. **Preliminary 2027 Budget Review: Robert Lukitsch, Amanda DeKnight:** The NPL Foundation has agreed to a 5% endowment draw, increased from 4%. The Board expressed their gratitude to the Foundation for its continued, and now increased support, and ongoing partnership. Hoping to get more revenue from things like room rentals and book sales. Projecting an increase of just under 4% from each municipality. This is to help offset payroll wages to move towards a potential minimum wage increase; increased maintenance costs on building (around 50% increase this year); an increased e-resource budget as usage has skyrocketed; and professional development for staff. State passed a level budget again. Table gaming projected to be flat.

VI. Communications:

a. **Library Marketing & Communications – Nicholas Yon:** Hosted 2 sets of guests for a behind the scenes tour of Northland – new RAD Communications Director Rachel Handel, and Town of McCandless Director of Parks & Recreation Abby Lucostic and intern Caroline Ridge. Children and Teen Services interior signs went up. Have received positive feedback. Participated in several community events – Franklin Park Community Day, and Ross Township Community Day and Independence Day Parade. Yon presented a sneak peak of the newly designed website. Content for the re-designed website is being prepared. Yon previewed the 2025 Annual Report.
b. **Foundation – Alexis McKinley, Chris Savena:** The Foundation Board voted at their July meeting to approve the 2027 Stipend to the Library in the amount of $414,821. Putting investment relationship out to bid since Foundation has been with current advisor for 5 years. RFPs due August 15. Love your Library month in September. Donations made in September get matched by the Jack Buncher Foundation. Mailer goes out in August. Children's Gala tickets went on sale July 15, and 94 tickets have been sold so far. Murder Mystery Fundraiser tickets go on sale August 1. The Foundation is having a sign installed over the giving tree in the lobby naming it and providing a QR code for donating information. Scheduled to be installed on July 31. Amazon wish list is doing very well – over $1000 worth of merchandise so far.

VII. Board Education:

a. **Strategic Plan Draft Review: Amanda DeKnight:** DeKnight walked through the new draft of the Strategic Plan.

VIII. Consent Agenda (VOTE):

a. **Minutes**
    i. **June 23, 2026 Meeting**
b. **Treasurer's Report**
c. **Executive Director's Report**

Motion to approve the consent agenda, duly made by Alan Cech, seconded by Victoria Barnosky, and carried, 4 votes in favor and 1 abstention (Barnosky).

IX. Committee and Other Reports:

a. **Finance Committee Update: Casey Sample:** Should land even at the end of the year despite some unexpected costs like snow removal.
b. **Policy & Planning Committee Update: Amanda DeKnight:** Reviewed Strategic Plan – workshopped new Mission, Vision, and Values ideas.

X. Board Comments: Cech acknowledged management and staff for doing a phenomenal job.

XI. Comments from the Public: None.

XII. Adjournment: Motion to adjourn duly made by Alan Cech, seconded by Noelle Ivankevich, and unanimously carried. The meeting adjourned at 8:23 PM.

Respectfully submitted,

Noelle Ivankevich
Board Member