NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
June 23, 2026, 7:00pm
MINUTES

I. Call to Order & Roll Call: The meeting was called to order by Sarah Poweska at 7:01 PM. Present: Irene Caliendo, Alan Cech, Dana Getz, Noelle Ivankevich, Sarah Poweska, and Casey Sample. Excused: Mike Smith and Varshini Sentilkumar. Also present: Amanda DeKnight, Bob Lukitsch, Kelley Moten, Donna Rau, Alexis McKinley, Courtney Bonnet, Annemarie Lamperski, Gilda Arroyo, Nathan Babich, Victoria Barnosky, and Robert Tate.

II. Comments from the Public: None.

III. President's Report: Sarah Poweska: Poweska congratulated DeKnight on the completion of her first 90 days as Executive Director. Irene Caliendo will be rolling off the Board at the end of the month. Poweska thanked Caliendo for her years of service to the Board.

IV. Executive Director's Report: Amanda DeKnight: The Garden Club landscaping grant has been spent. DeKnight and Lukitsch have been working on the budget and are also exploring grants. No updates on the bathroom construction, although permits have been signed. Working with our solicitors to tie up loose ends with Sargent Electric and R3A. Highlighted some of the new collection items and the popularity of our summer programming.

V. New Business:

a. **Recommendation to invest in CDs: Bob Lukitsch (VOTE):** The Board approved authorizing staff to diversify savings using CDs in September 2023. This practice was temporarily suspended during the renovation project. The board and staff agreed to resume the practice.
b. **Request to finalize the retaining wall: Amanda DeKnight (VOTE):** McCandless code requires the slope of the dirt near the retaining walls to be more gradual in order to prevent dirt runoff. Northland received a memorial donation that may cover most of the expense. Motion to authorize administration to move forward with redoing the retaining wall with the option of adding additional stone at a cost not to exceed $13,000, duly made by Irene Caliendo, seconded by Noelle Ivankevich, and unanimously carried.

VI. Communications:

a. **Library Marketing & Communications – Donna Rau:** Instagram reels continue to be popular; a recent reel went viral garnering over 1.3 million views. MarCom has spent considerable time responding to comments, filming, and editing. Finalizing Children and Teen Service Department's new signage and the new exterior sign. Working on upcoming Foundation events. 2027 internal room reservations will go out to the public in late July. Northland will be at upcoming community events including Franklin Park's

Community Day on June 27 and Ross Township's Independence Day Parade and Community Day both on June 28. Have received significant negative feedback from patrons regarding the recent changes to Hoopla access. Continuing to direct feedback to CLP for this shared county resource.

b. **Departmental Updates – Kelley Moten:** Adult Services' Bookshelf Bingo has 338 patrons and 18 staff members registered with 950 books read so far. Bookshelf Bingo requires a significant amount of staff time and thought. Moten highlighted a recent patron comment that expressed gratitude for the continued help he receives in the computer center from the Adult Services staff.
c. **Foundation – Alexis McKinley, Robert Tate:** Looking ahead to September and Love Your Library month, the Children's Gala: A Rainforest Adventure, and Murder at the Speakeasy: A Northland Mystery Fundraiser. Continuing to promote the Amazon Wishlist. Looking into grant opportunities. Creating a procedure for addressing donations generated from obituaries.
d. **Junior Board Member Report – Varshini Senthilkumar:** None.

VII. Board Education:

a. **Review of Library Mission, Vision, and Values—Amanda DeKnight:** DeKnight reviewed where we are in the strategic planning process. Data has been gathered and we can see some trends. DeKnight gave a presentation on Mission/Vision statements and Core Values. The board suggested some potential updates to the Mission and Vision statements which will discussed at the upcoming Policy and Planning committee meeting.

VIII. Unfinished Business:

a. **Approval of the Donation Policy (VOTE):** Motion to approve the Donation Policy, duly made by Alan Cech, seconded by Irene Caliendo, and unanimously carried.
b. **Discussion and possible vote on insurance—Bob Lukitch:** Lukitsch, Cech, and DeKnight met with our current insurance broker. Recommend to continuing working with him. Cech was impressed by his knowledge.

IX. Legal Matters:

a. **Articles of Incorporation—Gilda Arroyo:** Draft resolutions for each supporting municipality regarding an amendment to the Articles of Incorporation to extend the library's corporate existence have been circulated to the Board and will be sent to the respective solicitors. Still addressing some ongoing issues with Sargent Electric and R3A.

X. Consent Agenda (VOTE):

a. **Minutes**
    i. **May 26, 2026 Meeting**
b. **Treasurer's Report**
c. **Executive Director's Report**

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

XI. Committee and Other Reports:

a. **Governance Committee Update—Casey Sample:** Discussed conducting an Executive Director 90 day review and on-boarding for the new board member starting in July. Will be sharing a Board Survey in August in order to create goals for the committee in the next year. Considering a board advocacy toolkit. Decided to table the legislative breakfast until 2027 after we have completed our strategic plan.

XII. Board Comments: Caliendo expressed what a privilege it was to serve on the Board.

XIII. Comments from the Public: None.

XIV. Adjournment: Motion to adjourn duly made by Irene Caliendo, seconded by Noelle Ivankevich, and unanimously carried. The meeting adjourned at 8:44 PM.

Respectfully submitted,

Dana Getz
Secretary