NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft Teams
September 23, 2025, 7:00pm
MINUTES

I. **Call to Order & Roll Call**: The meeting was called to order by Dana Getz at 7:02 PM. Present: Irene Caliendo, Dana Getz, Tom Kosmala, Karrie Lukin, Sarah Poweska, Casey Sample, Mike Smith, and Varshini Sentilkumar. Also present: Amy Steele, Bob Lukitsch, Kelley Moten, Nicholas Yon, Alexis McKinley, Nick Giorgetti, and Chris Savena.

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

III. **President's Report: Dana Getz:** We are entering a season of change. We will be working through the process as a group and know the end will be good! The end of the renovation is close, and we are preparing for another new change with Amy's retirement in February of 2026. Getz invited Steele to make a comment. Steele spoke of the difficult decision, but she knows Northland is in great hands with the current amazing board and staff. It is the right time to bring in new leadership and skillsets to keep Northland moving into the future.

IV. **New Business:**

a. **2026 Budget – Bob Lukitsch/Amy Steele:** Motion to approve the 2026 budget, duly made by Tom Koslama and unanimously carried.

b. **Executive Search Ad Hoc Committee – Dana Getz:** Motion to create an Ad Hoc Committee for the Executive Director Search, with Dana Getz, Mike Smith, and Irene Caliendo serving as members, duly made by Casey Sample and unanimously carried.

c. **Executive Search Firm Selection – Dana Getz/Mike Smith:** Getz thanked Smith for contacting recruitment firms and for compiling the firms' proposals. While this is an unbudgeted cost, the library has a rainy-day fund that exists for purposes like this. Received proposals from two national firms (Arts Consulting Group and DRiWaterstone Human Capital) and three regional/local firms (Nonprofit Talent, Bradbury Miller Associates, and Dunleavy & Associates). The Board discussed in length the various firm proposals. Motion to select Bradbury Miller Associates as the Executive Search Firm at the Standard Level outlined in the proposal with a cost not to exceed $45,000, duly made by Casey Sample and unanimously carried.

d. **NPL Foundation: Furniture and Sign Gifts – Amy Steele/Alexis McKinley:** Motion to accept the NLP Foundation furniture and sign gifts, duly made by Karrie Lukin and unanimously carried.

V. **New Northland - Entrance/Staircase Project Update: Amy Steele/Bob Lukitsch:** Continue to make progress, but a few bumps in the road. Still waiting on a few pieces of furniture. Incorrect pavers were replaced. Stair railing will be repainted; railing arrived with some dings and the condition worsened during

construction. May be updating patio benches with a few modifications. There are still some outstanding issues around signage in the entryway. Problems with the vestibule flooring and transitions in flooring on the upper level. Waiting on the delivery of the special wiring for the fire pump and a few other electrical issues.

VI. Communications:

a. **Library Marketing & Communications – Nicholas Yon:** Wrapping up Love Your Library Month; 30 Ways to Love Your Library initiative on social media has been successful. Northland will be at the Ross Township Community Day this Saturday, September 27 and the Senior Resource Fair on October 30 hosted by State Representative Emily Kinkead and State Senator Lindsay Williams. 2026 Newsletter planning has begun. Content management system is place for the digital signage in the lobby.
b. **Departmental Updates – Kelley Moten:** Vacant positions are in process of being filled. Two staff will be presenting at PaLA's Annual Conference in October. Book Sale Preview Night is sold out.
c. **Foundation – Alexis McKinley, Chris Savena:** The sold out Children's Gala occurred this past weekend. Steele commented on the great success of the event. 210 patrons attended the Northland Mystery Fundraisers. All engraved pavers are installed, and the Foundation will host a viewing party. Wrapping up Love your Library month.
d. **Junior Board Member Report:** The Board welcomed Varshini Sentilkumar as the new Junior Board member.
e. **Other:** None.

VII. Board Education:

a. **Municipal Agreement review – Amy Steele:** Postponed to the October meeting.

VIII. Unfinished Business: None.

IX. Legal Matters: None.

X. Consent Agenda (VOTE):

a. **Minutes**
    i. **August 26, 2025 Meeting**
b. **Treasurer's Report**
c. **Executive Director's Report**

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

XI. Committee and Other Reports:

i. **Finance Committee:** The budget was reviewed and began prioritizing the list of future capital projects.
ii. **Building & Grounds Committee:** See above. The upstairs restroom is moving forward.
iii. **Strategic Planning Work Group:** The survey collections are being distributed to the municipalities.

XII. **Board Comments:** The two new student board members for the McCandless Town Council did a presentation at their recent meeting that featured praise for Northland.

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

XIV. **Adjournment:** Motion to adjourn duly made by Tom Kosmala and unanimously carried. The meeting adjourned at 8:56 PM.

Respectfully submitted,

Sarah Poweska
Secretary