

Lackawanna Public Library  
Board of Trustees Meeting Minutes  
Meeting Date: November 19, 2025

- Call to order: 5:00 PM
- In Attendance: Andrea Haxton, Dean Otoka, Greg Stachowski, Bill Tojek, Cindy Anderson, Lynn Dziak, Terrence Gidney, Lisa Rizzo, Nicole Edin-Sundown  
Library Director: Danielle Ptak
- Pledge recited - 5:01 PM
- Review & Acceptance of October 2025 Minutes:  
First: Greg Stachowski Second: Dean Otoka 6 Accepted. 3 Abstained
- Review & Acceptance of October 2025 Financials:  
First: Greg Stachowski Second: Cindy Anderson 6 Accepted. 3 Abstained
- Review & Acceptance of October 2025 Statistics:  
First: Cindy Anderson Second: Greg Stachowski 6 Accepted. 3 Abstained
- Review & Acceptance of Director's Report:  
First: Andrea Haxton Second: Lynn Dziak 6 Accepted. 3 Abstained
- We welcomed our 3 new Board Members: Lisa Rizzo, Terrence Gidney and Nicole Edin-Sundown
- Danielle presented the Open/Close Dates for 2026  
First: Greg Stachowski Second: Terrence Gidney 6 Accepted. 3 Abstained
- Danielle presented the TruGreen Contract:  
First: Lynn Dziak Second: Andrea Haxton 6 Accepted. 3 Abstained
- Carnegie Corporation Gift: \$10,000 given to all operating Libraries. Will be dispersed in January to the Memorial Fund
- Danielle presented the Camera System policy. Moving the main feed monitor to the office.
- Danielle met with the Mayor on 11/14. Bike Rack and Water Fountain have been installed. Received the contact info for the new board members along with the present ones
- History lecture options discussion tabled for next meeting: \$13,000 for Library Programs - Danielle waiting for response

- Discussion of Trustee Continuing Education classes. Most on the board only need 1 hour. This can be done online. Danielle sent the website in a previous email dated September 13th.
- NYS Library Construction Aid 2024 which was to be used for boilers was not announced as of this June meeting. Will not be announced until August or September. Still pending.
- The Parking Lot Project is now on hold until the Spring.
- Discussion of the NYS Library Construction Aid 2025: We talked about this grant to include the windows, new handrails and new doors. Danielle P. to take steps with maintenance to add a length of handrail to extend length on the front stairway for a temporary solution using operating funds. Bill to get new quotes for repointing and front egress. Any grants needing matching funds up front need to go through the City. We talked about using the \$12000 in Memorial fund and the \$6000 grant money left from Assemblyman Burke that would allow us to start on the repointing project and new doors for back.
- Grant with LHDC: Dean addressed the Board - it is for \$35,000 and the LHDC would keep an Admin Fee. The LHDC board meeting got pushed back so we are waiting on details. We would like to use this money for Front Doors and Porch in Back. Still waiting to hear - might have updates at the September meeting. THIS IS A NO GO!
- The 5 year plan is a work in progress and will pose a draft review in the December meeting. Please read, review and send any notes to Danielle.
- Lackawanna Historical Association Updates: Will discuss the painting and others in December meeting
- Next board meeting: Wednesday, December 17, 2025 @ 4:30 PM
- Adjournment: 6:23 PM.  
First: Andrea Haxton Second: Greg Stachowski 6 Accepted. 3 Abstained