

Lackawanna Public Library  
Board of Trustees Meeting Minutes  
Meeting Date: December 17, 2025

- Call to order: 4:39 PM
- In Attendance: Bill Tojek, Dean Otoka, Greg Stachowski, Cindy Anderson, Andrea Haxton, Lynn Dziak, Terrence Gidney, Lisa Rizzo, Nicole Edin-Sundown  
Library Director: Danielle Ptak
- Pledge recited - 4:40 PM
- Review & Acceptance of November 2025 Minutes:  
First: Andrea Haxton Second: Greg Stachowski Unanimously accepted.
- Review & Acceptance of November 2025 Financials:  
First: Greg Stachowski Second: Dean Otoka Unanimously accepted.
- Review & Acceptance of November 2025 Statistics:  
First: Cindy Anderson Second: Dean Otoka Unanimously accepted.
- Review & Acceptance of Director's Report:  
First: Cindy Anderson Second: Greg Stachowski Unanimously accepted.
- We as a board said goodbye to Bill Tojek as his term has ended as President of the Board. We all wish him the best.
- Carnegie Corporation Gift: \$10,000 given to all operating Libraries. Will be dispersed in January to the Memorial Fund. This correlates with America 250th Anniversary
- 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.
- Liaison Reports will be reviewed in January

- We spoke about the Microfiche Storage & Equipment Maintenance Bill. We as a board decided to keep the maintenance fee until we can get a breakdown of what actually it includes.
- Danielle shared the Ralph C. Wilson Foundation Grant - in early stages, more talks to come.
- Danielle also did a brief overview of the 3 Accounts : Memorial, Grant & Operating, their description and how they are used.
- 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.
- The 5 year plan is a work in progress. We did briefly talk about the community pantry. Danielle is still open to any updates.
- Lackawanna Historical Association Updates: Will discuss the painting and others in January meeting
- Next board meeting: Wednesday, January 21, 2026 @ 5:00 PM (Tentative)
- Adjournment: 5:36 PM.  
First: Greg Stachowski Second: Lynn Dziak Unanimously accepted