

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

- Call to order: 5:04 PM
- In Attendance: Andrea Haxton, Dean Otoka, Cindy Anderson, Lynn Dziak Library
Director: Danielle Ptak Excused: Greg Stachowski & Bill Tojek Absent: John Ingram,
Michelle Klubek
- Pledge recited - 5:05 PM

****WE DID NOT VOTE ON ANYTHING AS NOT ENOUGH BOARD MEMBERS PRESENT****

- Review & Acceptance of August 2025 Minutes:
First: Second: Unanimously accepted.
- Review & Acceptance of August 2025 Financials:
First: Cindy Anderson Second: Unanimously accepted.
- Review & Acceptance of the August 2025 Statistics:
First: Second: Unanimously accepted.
- Review & Acceptance of Director's Report:
First: Second: Unanimously accepted.
- Social Media Attention across multiple platforms has increased
- August meeting with the mayor on 8/25: Working on quotes for the parking lot. Talked about the 2 outstanding grants for the Boiler & Front entrance.
- Bike Rack: The city has ordered a new one, waiting for installation.
- M&T Credit Card Application: This application was denied due to business losses, Dean will address the Branch Manager.
- Fee Structure for Facility Use Policy: This references fee structure. This policy is used for Downtown but does not exist for the Lackawanna Branch. Danielle addressed the Mayor on 7/25 with this information. The Mayor needs to review and will then make a suggestion.
- History lecture options discussion tabled for next meeting: \$13,000 for Library Programs - Danielle waiting for response

- Talked about a new program: Bingo for the elderly on Saturday opposite the kids program.
- 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 no announcement
- 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. Still pending
- Fundraising Event: Andrea discussed the "Books & Brews" Event would take place at J's White Elephant on Thursday, October 2nd, 2025 from 5:30-8PM. Tickets - \$20. Will do a 50/50 raffle, a door prize (which will be the lottery tree) and a basket raffle.
- We also discussed other Fall Fundraiser ideas: Murder Mystery/Children Scary Stories
- Also discussed the "Goodness Project" to use to get snacks for toddler time. I have nothing about who would follow up with this.
- Next board meeting: Wednesday, October 15th, 2025 @ 5:00 PM
- Adjournment: 6:55 PM.
First: Second: Unanimously accepted