

**Lackawanna Public Library
Board of Trustees Meeting Minutes
Wednesday, September 8th, 2021**

- In Attendance: Bill Tojek, , Dean Otoka, Michael Sobaszek, Michelle Saniewski, Gregory Stachowski, Lynn Dziak, Andrea Haxton and Meghan Soderholm.
Also Present: Tom Mullen, Kevin Lutz, Tammy Lutz
- Call to order 5:35 pm.
- The Board meeting was held at the library. Board meetings are open to the public. Three members of the public were in attendance.
- The minutes from the previous board meeting were reviewed and accepted. Minutes are posted on library website, posted on our bulletin boards and copies are made available to the public.
- Financials and statistics from August were reviewed and accepted.
- Library Director Jennifer Johnston has resigned as of August 23, 2021. Librarian Meghan Soderholm will resume duties as Temporary Acting Director and Librarian until a decision is made by the board for the Director position.
- A representative from our Surveillance Company sent an invoice to upgrade our current security system. The current system's hard drive is full and can't playback. Meg and Bill are reaching out to the company to see what the price is for a new hard drive before a decision is made. This will be tabled for a future meeting.
- Bill and Dean proposed to the Board to change the Library Hours for the Fall/Winter Season. Sunday and Monday closed, Tuesday 10-8, Wednesday 10-8, Thursday 10-6, Friday 10-4, Saturday 10-4. New Hours will start ASAP with Meg updating websites, social media, search engines, flyers and posters.

- The Board has sent out a notice to the Sterling Family regarding the negatives. The Board has not heard any response. Meg will draft another letter on letterhead giving the family thirty days to come up with a solution or forfeit the rights. Dean will also reach out to a family friend of the Sterlings also. Bill will also contact the city attorney on how to proceed.
- The Board plans to have a Centennial Gala in the near future. They plan to see on how to get a beer & wine license. They will also reach out to local businesses for donations and assistance. Plan to setup in the library and have magnets and/or other merchandise made for sale to help fundraise. A gala committee will meet to develop and proceed with the planning.
- Michael Sobaszek proposed the Way Program to the board at an earlier meeting. Board decided to table the Way Program until they hear word from the city attorney. Bill will contact him on how to move forward with this program.
- Library plans to install gas inserts for the fireplaces in the library. Money will be sent by the business office. Meg will deposit the money once it is received.
- Bill had a guy come in to inspect our elevator. Elevator is in great condition. It does need a new motor and the sum pump inside is leaking a little bit in the motor room. There will be a maintenance fee to fix those things. Staff will also put a sign for patrons inside to call if they need assistance.
- Library Board Executive Session was in progress from 7:10 pm. – 7:35 pm.
- The next meeting of the Board of Trustees of the Lackawanna Library will be held on October 6th @ 5:30 pm.