

Lackawanna Public Library  
Board of Trustees Meeting Minutes

Meeting Date: May 15, 2024

- Call to order: 5:31 pm
- In Attendance: Trustees: William Tojek, Dean Otoka, Andrea Haxton, Amira Muflahi, Karl Anderson, John Ingram, Gregory Stachowski, Lynn Dziak  
Library Director: Pamela Edholm  
Excused: Michelle Klubek
- Pledge recited
- April 2024 Minutes reviewed and accepted: First: John I. Second: Dean O.  
Unanimously accepted
- April Financials reviewed and accepted: First: Andrea H. Second: Karl A.  
Unanimously accepted
- April Statistics reviewed and accepted: First: John I. Second: Dean O.  
Unanimously accepted
- Director's Report: Detailed day to day projects, library operations, programs, system updates and accomplishments from April 2024, reviewed and accepted: First: John I. Second: Lynn D. Unanimously accepted
- Patron suspension and reinstatement policy and form reviewed. Discussed changes to be made to adapt to Lackawanna Library. Reinstatement committee members: William T., John I., and Karl A. with Dean O. as alternate if another committee member is unavailable. Pamela will edit existing policy and form to adapt to Lackawanna before June Board meeting for final approval. Pamela will also edit Rules of Conduct to adapt and adopt

at June meeting. Motion to adapt/adopt both: First: Greg S. Second: John I. Unanimously accepted

- Pamela E. gave update on outdoor concert permits. Should be approved at City Council meeting on 5/20/24.
- Pamela E. gave brief update about facility assessment, upcoming meeting with Mayor and goals for applying for Library Construction Aid.
- Dean O. gave brief update about Friends upcoming activities to help library.
- John I. discussed Lackawanna Community Fun Days activities that will take place at the library on Friday, August 23<sup>rd</sup> and Saturday, August 24<sup>th</sup>. John is securing insurance and permission from City for event. Council Member and Library Board Trustee, Amira M., requested that it be added to the minutes that “the event is happening on library grounds (not library) which is city owned and operated and that the event is not a library sanctioned event but rather the use of the venue, both indoors and outdoors, is determined, not by the library, therefore, has no liability as it relates to the event.” City Council Member Muflahi made this distinction clear and advised to have event approved by City Council to which Board Member Ingram stated he planned on doing so.
- Discussion ensued regarding proper process for events taking place at the library outside of library operating hours that were not library-sponsored events. Sal Bordanaro, former library director, is hosting a memorial benefit “Mickathon” on Friday, June 21<sup>st</sup> from 6 pm – 8 pm. Council member Muflahi on the Library Board stressed the importance of getting approval to use library property from the City Council as the building is City owned. Sal to work with William T. and ask to be added to Council agenda on May 20 for approval for this event. Majority of Library Board supports this event as important for library and community. Council Member and Library Board Trustee Amira M. requested that it be added to the minutes that she “made the statement that event needs City Council approval before being able to be held at the library.” It is not a library event, takes place after library

operating hours, and library staff will not be present. Director Pamela E. stated that a Board Trustee must be present during the entirety of the event.

- Library Director, Pamela E., requested that a director evaluation be completed. Board will complete in reasonable timeframe.
- Discussion ensued regarding Drag BINGO event to be held at the library on Saturday, June 1<sup>st</sup>. Director Pamela E. asked Board if they would like her to cancel the event. Many Board Members stated that it was not necessary to vote on whether to cancel the event as, historically, the Board has not voted on whether or not a program can be held. The decision to hold the program is up to the Library Director. Library Board Member Muflahi did not reject the suggestion to vote on the cancellation of the event. Library Board Member Muflahi stated that the event is not appropriate for all ages as advertised and should not be held at the library.
- Next board meeting: June 12, 2024 5:30 PM
- Adjournment: 7:16 PM