

NORTHLAND PUBLIC LIBRARY AUTHORITY
BOARD MEETING – Held in person and virtually, using Microsoft
Teams
October 25, 2022, 7:30pm
MINUTES

The Personnel Committee meets immediately prior to the Authority Board meeting to discuss 2023 compensation.

- I. Call to Order & Roll Call:** The meeting was called to order by Mr. Kosmala at 7:30 PM. Present: Irene Caliendo, Heidi Coltin, Dan DeMarco, Dana Getz, Tom Kosmala, Karrie Lukin, Casey Sample, and Ananya Shah. Also present: Amy Steele, Bob Lukitsch, Kelley Moten, Nicholas Yon, Alan Shuckrow, Gilda Arroyo, Jason Singer, and Jennefer Bartholomew.
- II. Comments from the Public:** None
- III. President's Report – Tom Kosmala:** Mr. Kosmala commended the board and library staff on their work on the budget. Mr. Kosmala thanked Ms. Steele and Mr. Yon for the well-written letter to North Allegheny in support of their library staff. Mr. Kosmala announced that he would be stepping down for the board following the completion of his term at the end of this December. The board was saddened by this news, but thanked him for his tireless service.
- IV. New Business:**
 - a. Pre-approved Vendor list – VOTE – Bob Lukitsch:** Motion to approve the Pre-approved Vendor List, duly made by Mr. DeMarco and unanimously carried.
 - b. Plan for use of State Aid – VOTE – Amy Steele:** Motion to approve the proposed plan for use of State Aid, duly made by Mr. DeMarco and unanimously carried.
 - c. Purchase of 2 new remote Materials Drops – VOTE – Kelley Moten:** The remote materials drop containers at the Baierl Family YMCA Center and the Marshall Township Municipal building are beyond repair. This replacement is funded from the Jack Buncher Foundation donations. Motion to approve the expenditure for the two new remote materials drops, duly made by Ms. Caliendo and unanimously carried.
 - d. ACLA Bylaws – VOTE to instruct Northland's General Membership representative how to vote – Amy Steele:** Mr. DeMarco will be attending this meeting as a voting representative of Northland. Motion to instruct Mr. DeMarco to vote in favor of the ACLA Bylaws, ACLA Board Members, and ACLA 2023 Budget at the October 27 meeting, duly made by Ms. Caliendo and unanimously carried.
 - i. ACLA Bylaws:** No changes since the last version presented to the board.
 - ii. ACLA Board members:** Cindy Potter has agreed to continue representing the North Region.

- iii. **ACLA 2023 Budget:** Programming and collection expenditures changed noticeably, which ACLA explained. Otherwise, Ms. Steele did not note any concerns.

V. Communications:

- a. **Library Marketing & Communications – Nicholas Yon:** Community events are wrapping up for the year with the Marshall Township Trunk or Treat and McCandless Winterfest. Working on how to communicate to the public about the RFID technology update. Reviewing the Newsletter enhancement and adjustments for 2023.
- b. **Departmental Updates – Kelley Moten:** Programming remains popular, although there is an increase in people signing up, but not attending programs. Our Toddler Time has become so popular that we needed to add more times! The Computer Center is once again lending VR headsets. There are also many new book clubs being added such as the Banned Books Book Club, Once Upon a Crime: True Crime Book Club, Cookbook Club, and The Next Chapter Book Club—a national program for people with intellectual and developmental disabilities. Planning a local author event and the return of “NerdCon” in 2023.
- c. **Foundation – Jennefer Bartholomew, Amy Steele:** Ms. Bartholomew thanked Carolyn Keller and Johnna Melchiorre for their work on the Love Your Library Campaign. This year was the most successful campaign the Foundation has had. The total raised in September was \$48,559, most of which will qualify for the partial match from the Jack Buncher Foundation. There were 83 new donors this year. Received a grant from Passavant Hospital Foundation to replace our two AEDs. The Director of Development/Foundation Director position has been posted.
- d. **Other:**
 - i. **Northland letter to North Allegheny School District:** Ms. Steele and Mr. Yon wrote a letter of support for the library support staff positions at North Allegheny School District that the school board has proposed cutting.
 - ii. **Northland budget approved: Marshall, Bradford Woods, Ross:** Ms. Steele noted that she did not have the date for when Franklin Park will be approving the budget, but they have indicated that our budget is expected to pass. All of the other four Municipalities have approved the budget.
 - iii. **RAD:** The RAD Library Committee approved the revised RAD formula. What we budgeted in our budget is accurate.
 - iv. **Knit Hope – Dana:** Ms. Getz shared her thanks for the support of Northland for her community project KnitHope. They collect handmade hats and scarves for those in need in the Pittsburgh community. Of the 1,412 items collected this year, 536 came from the Northland community.

VI. Old Business: None

VII. Legal Matters: None

VIII. Consent Agenda:

- a.** Minutes
- b.** Treasurer's Report
- c.** Executive Director's Report
- d.** Committee and Other Reports
 - i.** Personnel Committee: meeting summary: Sherry Murray presented the recommended changes to the salary structure. The goal of this change is to put Northland's salaries in line with other libraries in order to retain staff and make us more competitive in attracting new staff.
 - ii.** Joint NPLA/NPLF boards Governance Documents Review: The Joint committee completed their review of the Foundation's Articles of Incorporation and their Bylaws. The Foundation board will meet on November 17 to approve this before it comes to the NPLA Board for approval in December.

Motion to accept the consent agenda, duly made by Mr. DeMarco and unanimously carried.

IX. Board Comments: None

- X. Adjournment:** Motion to adjourn duly made by Mr. DeMarco and unanimously carried. The meeting adjourned at 8:15 PM.

Respectfully submitted,

Dana Getz
Secretary