

MT LEBANON PUBLIC LIBRARY
BOARD OF TRUSTEES
APPROVED MINUTES, OCTOBER 17, 2017

1. **Call to order:** The meeting was called to order by Ms. Moshier at 7:00 PM
Members present: Ms. Moshier, Ms. Lohr, Ms. Flynn, Mr. Jones, Ms. Taylor
Members absent: Ms. Reynolds, Ms. Conover
Staff present: Ms. Vittek
Commission Liaison: Mr. Silverman
Observers: Susan Tracey (Vice President, Friends of the Mt. Lebanon Library Board)
2. **Approval of agenda:** Upon motion made by Ms. Taylor and seconded by Ms. Lohr the agenda was approved unanimously.
3. **Comments from observers:** Susan Tracey from Friends of Mt Lebanon Library: The membership drive has concluded. Membership has increased, do not have final numbers. Raised around \$2,000 - \$3,000 at the membership desk. Have added new board members. Will have a meeting at the end of the month.
4. **Commission Liaison:** Rich Fitzgerald apologized for not touring the library. He had a meeting with Al Gore. The staff had a productive meeting with the county. The Commission has been discussing a discrimination ordinance. There will be a vote at the November 14th meeting.
5. **Approval of Minutes:** Upon motion made by Ms. Taylor and seconded by Ms. Lohr the minutes from the September Board of Trustees meeting were approved unanimously.
6. **President's Report:** There is a modest increase in RAD funding, 1.89 or 2-percent. Ms. Moshier is attending an ACLA meeting in Oakmont.
7. **Treasurer's Report:** The report is in BoardBookit. Everything is in line. The copier service will go over. It has been adjusted in the 2018 budget. Should not go over year after year.
8. **Approval of Treasurer's Report:** Upon motion made by Ms. Taylor and seconded by Mr. Jones the Treasurer's Report was approved unanimously.
9. **Director's Report:** Circulation is trending down in the Mt Lebanon Library as well as across the state. E-resources are trending up. WiFi minutes continue to grow. Over \$10,000 was raised during Love Your Library Month. Mt Lebanon Library has been selected to attend the Hardwood Institute Training, which is paid for by LSTA grant funds. It is a three-day intensive training in State College followed by monthly webinars, calls with a coach, and Mt Lebanon acting as a mentor to another library also going through the process. Jeremy White, Sharon Bruni, Margaret Jackson, and Ian McMeans will attend for Mt. Lebanon. **ACLA/EiNAC/RAD** - Walker Evans in place of Jeremy (2 years were up).
10. **Committee Reports:**
 - **Finance Committee** - November 20 - budget hearing with the commissioners
 - **Fundraising Committee:** 85th Anniversary Celebration - November 10. Ticket sales are open.
11. **Old Business:** Board retreat planning has been tabled. November 15th, the anniversary of the library opening, there will be a "Food for Fines" drive. Anyone that brings in donated canned goods can get up to \$10 taken off of their fines. The food will be donated to SHIM.
12. **New Business:** Looking to renovate the public restrooms. Friends has offered to share the cost. Also considering having Narcan on hand for emergency purposes.
 - **Advocacy Moment:** Mr. Jones spoke to someone about the library when they asked about his "Love Your Library" pin. Hillary changed her profile picture on Facebook to her "Love Your Library" sign, which sparked conversations about the library.

13. **Adjournment:** A motion was made by Ms. Moshier to adjourn the meeting and seconded by Mr. Jones. The motion was passed unanimously and the meeting adjourned.

Corey S. Flynn, Secretary