

Mt. Lebanon Public Library
Board of Trustees
approved Minutes, Tuesday, November 27, 2018

1. Call to Order: The meeting was called to order by Ms. Lohr at 7:00 p.m.
Members Present: Ms. Conover, Mr. Jones, Ms. Lohr, Mr. Pope, Ms. Reynolds

Members absent: Ms. Flynn, Ms. Taylor

Staff: Ms. Vittek

Visitors: Dr. McKibben, President Friends of Mt Lebanon Library

Commission Liaison: Ms. Fraasch
2. Approval of Agenda:
Upon motion made by Ms. Conover and seconded by Mr. Jones, the agenda was approved unanimously.
3. Comments from Observers:
Dr. McKibben: The Book Cellar Annual Holiday Sale "Jolabokaflod": successful thanks to the rigorous publicity and the creative arrangements both inside and outside the Library. The two-day sales total: \$2,995.

Give Big Pittsburgh Amount: \$1185, less than last year's total.
4. Comments from Commission Liaison to Library Board:
The Commissioners appreciated the work done by the Library and its Board. No major issues to comment right now.

Starting Feb. 3, three commissioners would be retiring by the end of 2019(Wards 1, 3 and 5). The Library Board should reach out to the candidates, establishing good relationship with candidate with potential interest in the Library.

Important dates: Feb. 19: candidates declared.
Nov.: general election. Ms. Fraasch's term would end in Dec. 2019.
5. President's report:
The issue of (lacking of) space: An inevitable outcome of the growth of the Library. Would discuss with the Municipality to take a serious look at the issue. Ms. Fraasch suggested strategic planning with other organizations such as the Rec. Center.
6. Treasurer's Report:
Treasurer Ms. Taylor absent. Ms. Vittek explained some salary related issues. Upon motion made by Mr. Pope and seconded by Ms. Conover, the Treasurer's Report was approved unanimously.
7. Director's Report: July and August
RAD update: budget: 3% increase from RAD to library assets for 2019

Whether to print out relevant documents from BoardBookit. Will discuss in Jan. meeting.

Working budget: to be finalized in Jan. meeting.

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New employee Ms. Kelley: "Teen Services Support Aide," made a difference in supporting the teen librarian and improving teen behavior overall.

ACLA board meeting: Next Monday. Ms. Vittek and Ms. Lohr to attend. Board members encouraged to attend and to make our voice heard during the public comments. Would inform Mr. Keith McGill and Mr. Ian McMeans as they might benefit from hearing the budget discussions. Ms. Vittek would share her notes with everybody after the meeting.

8. Committee Report:

Governance Committee:

Evan, Bill and Eve met 2nd time on Nov. 8.

Bill focused on the Strategic Plan for the Committee; Eve on recruiting and orientation of new board members; Evan on the review and update of major policy issues and concerns.

So far the Committee had two productive meetings. Would continue meeting on a regular basis (every three month).

9. Old Business:

Ms. Conover would meet with Garden Tour committee soon.

10. New Business:

Fundraising coordinator Marina Nielsen suggested special thank-you notes/cards for big donors to be hand-written by board members.

Ms. Fraasch: Commissioners would also be happy to sign the cards.

Mr. McKibben: The Library now was eligible to accept IRA donations. Interested patrons 70.5 years and older could donate directly from their IRA to the Friends of the Library using their Tax ID (as charitable donation).

"Mr. Baldwin's Trolley" reception to be held December 19: all Board members, Friends of the Library Board members and Commissioners invited and encouraged to attend.


11. Advocacy Moment:

Ms. Vittek: Nice to talk to State level leaders (At State Library Legislative Day) and Mt. Lebanon Commissioner Grella.

Ms. Conover: So amazed and glad to learn from a recent Educational Tour that many books there were donated there from our Library.

12. Adjournment:

Motion to adjourn by Ms. Lohr and seconded by Ms. Conover at 8:00 p.m.


Secretary

Eve Reynolds for Corey S. Flynn,