

**MT. LEBANON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

Approved minutes, Tuesday, September 17, 2019, 7:09 p.m.

Call to Order: The meeting was called to order by Ms. Lohr at 7:09 p.m.

Members Present: Ms. Lohr, Ms. Reynolds, Mr. Pope, Ms. Sally Taylor, Ms. Marcia Taylor, and Ms. Flynn,

Members Absent: Mr. Jones

Visitors: Mr. McKibben

Staff: Ms. Vittek

1. **Approval of Agenda:** Upon motion by Mr. Pope and seconded Ms. Reynolds the agenda and meeting minutes were approved unanimously.
2. **Comments from Observers:** David McKibben: Love Your Library month has started. During the first week 40 people have joined Friends. A Pop Up Book Sale is this Saturday. The Westmoreland Art Bus Tour sold out in record time. The Holiday Shop will be on November 24th. Donations from the Summer Reading program went to Animal Rescue and a literacy program. Friends is enrolled in Pittsburgh Gives/Big Give Pittsburgh which is December 3rd.
3. **Comments from Commission Liaison to the Library:** Not Present
4. **President's Report:**
5. **Approval of Treasurer's Report:** The budget report has been updated to better reflect year to date amount and percentage.
 - Upon motion by Ms. S. Taylor and seconded by Mr. Pope the Treasurer's Report was approved unanimously.
 - Service Levels - level four - equipment maintenance - increased appropriation by Municipality by \$19,000. Programming as an essential service as a line item, offset as a donations line item –
 - Upon motion by Ms. S. Taylor and seconded by Mr. Pope, programming as a line item expense was added to the budget. Ms. Lohr was opposed.
6. **Director's Report:** Results of the Keystone Grant will be released soon. If awarded, funds would be used for HVAC, carpet replacement, and other needed items.
 - The Mt Lebanon Pumpkin Patch Parade is October 26th
 - Keystone Grant - The results should be released soon. Funds would be for HVAC, carpet, and other items.
 - Summer Reading Program Recap - 2,110 registered, 901 children and teens completed the program, 1,392 reading reviews submitted by adults. Registration went up by 300.

- Love Your Library Month – Have already received several donations, \$11,682, which is a 35% increase from last year.
- Learning Lab Renovation Project Update – R.D. Stewart Co. is the general contractor. Estimated completion by Christmas.
- ACLA/EiNetwork/RAD Updates –
 - ACLA is working on its strategic plan. Representation from all the regions. Primary goals to promote library service and support collaboration. General membership meeting at Oakmont Library on October 29th.
 - EiNetwork has completed a survey about library usage by patrons, releasing results shortly. Systemwide WiFi replacement.
 - RAD board mtg is September 26th, preliminary budget release. Asked for a 3% increase and 5% to EiNetwork due to anticipated increase costs.

7. Committee Reports:

- Governance Committee Report – Met on August 23rd to discuss organizational issues and policies including the benefits policy, equal employment opportunity policy, staffing policies, and library board of director duty policy. The next meeting is on November 11th at 6 p.m. in meeting room B.

8. Old Business:

- The Beer Garden Bash sold out as usual

9. New Business:

- Nothing to Report

10. Advocacy Moment: Love Your Library Month - please share

- Ms. M. Taylor has proposed a four-week course for OSHER at CMU on libraries, Ms. M. Taylor, Marilyn Jenkins, and Rebecca Serey. Will focus on aspects of the library that people don't understand. The course is called The Library of Things.

11. Adjournment:

Upon Motion by Ms. Lohr and seconded by Ms. S. Taylor the meeting was adjourned at 8:10 p.m.



Corey S. Flynn, Secretary