

MT. LEBANON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Approved Minutes, Tuesday, October 21, 2019, 7:04 p.m.

Call to Order: The meeting was called to order by Ms. Lohr at 7:04 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 M. Taylor and seconded by Mr. Pope, minutes were approved unanimously.

2. Comments from Observers:

- David McKibben: Love Your Library donations that came through Friends 176 individuals. Donations, new members, \$8,300. Pop up sale was more successful than last years, \$1,493. The Holiday Shop is November 23rd.
- Steve DeGenaro: Explore all avenues to use funding to maximize the investment. Bring other measures over the next twenty years. Resilience discussion. Solar on the roof and a white roof.

3. Comments from Commission Liaison to the Library: Not Present

4. President's Report: Nothing to report. Will meet one-on-one with everyone before the end of the year to discuss future goals for 2020.

5. Approval of Treasurer's Report: Revenues are where they should be at 75% and expenditures at 74%. All collection expenses are complete? Robyn: We are trying to close out the year earlier.

- Upon motion by Mr. Pope and seconded by Ms. Lohr the Treasurer's Report was approved unanimously.

6. Director's Report:

- Term limits: Corey, Evan, and Eve are up for renewal this year. Closing up full three-year term in April.
- ACLA general membership meeting at Oakmont Library
- Harwood Institute Training finished at the end of September
- Construction has started on the Learning Lab. Should be done at the end of the year.
- National Friends of the Library Week
- Pumpkin Patch Parade is this Saturday. Line up at 10/10:30 a.m. at the cemetery
- Brandon and Robyn attended the PA Library Association Conference Erie
 - Board Governance for Sustainability session on boards and responsibilities. Spoke to the speaker regarding a board retreat
 - Strategic plan, committee goals and objectives, clarify rules and policies.

7. Committee Reports

- Finance Committee: Nothing to Report
- Governance Committee: Meeting on November 11th
- Outreach Committee: Ms. Reynolds is a new member

8. Old Business

- Learning Lab Renovation has started. Estimated completion date around Thanksgiving
- Love Your Library Month did very well
- Keystone Grant - \$215,000 - HVAC and new stair flooring. Security access controls for all of the doors.

9. New Business

- Employee Evaluation Procedure - new form for staff including goals and suggestions

10. Advocacy Moment

- "How are you helping to promote Love Your Library month?"
 - Ms. Reynolds, at CMU parent day met a mom from Cupertino that is a commissioner. Brought her to the library. She loved it. Very interested in the garden.

11. Adjournment

- Upon motion by Ms. Lohr and seconded by Ms. M. Taylor the meeting was adjourned at 7:48 p.m.



Corey S. Flynn, Secretary