

BOARD OF TRUSTEES UNAPPROVED MINUTES,
TUESDAY, February 18, 2020

1. Call to Order: The meeting was called to order by Ms. Lohr at 7:01 p.m.

- **Members Present:** Ms. Lohr, Mr. Pope, Ms. Reynolds, Mr. Jones, Mrs. Flynn
- **Staff:** Ms. Vittek
- **Commission Liaison:** Ms. Foster

○ **Visitors:** David McKibben, President Friends of Mt. Lebanon Library, and Jamie Haberfield 2. Approval of Agenda: Upon a motion to approve the consent agenda by Mr. Evans and

seconded by Ms. Reynolds, the agenda was approved unanimously. 3.

Comments from Observers:

- David McKibben - represented Friends at the Development Committee. Working on gift policy, joint with Friends and the Library sent a copy to Marina and Robyn. Friends board meeting on the 26th as an interim policy. Friends are going to sponsor another bus trip on May 3rd to the Pgh Public Theatre Barefoot in the Park. Working on the Friends appreciation night in June, Rick Seaback (sp?). If a not a speaker, have a potluck. Jim Cunningham as a possibility as well.

- Jamie Haberfield, Scalo Solar, solar packaged with roof replacement ... roof and solar together ... leverage tax credits ... leverage private financing ... Carnegie Science Center, Goodwill, Phipps Conservancy, and other. Educational component. Solar panels. Run wires into the building electrical panel. Power is consumed by the library. It's possible that on a hot, sunny day can generate more energy could have a credit but most likely library will use it all. All utilities are paid for by the municipality. Statistics of the benefit from customers? Pittsburgh does get enough sunshine that it's a good investment. Panels will produce power on both sides of the panels, reflective white roof to produce extra energy. Maintenance is once a year, clean panels. Low maintenance.

- HVAC bids were opened today - a bid that met requirement - roof project after the HVAC project. HVAC this fall. Will have to close the library for a couple of days. Commission is working on Uptown Revitalization Project and Communication Project. 4. Comments from Commission Liaison to Library Board: Ms. Foster followed up regarding

the status of the new roof and solar project and was assured both are funded. She will look into the HVAC project. 5. President's Report: The Library is going to start a postcard outreach campaign to Mt Lebanon zip codes that are not representative within the system. There were 17,814 active library cards in 2018 and 17,857 active library cards in 2019. 6. Treasurer's Report:

- Motion to approve the Treasurer's Report by Mr. Pope and seconded by Ms. Reynolds, the Treasurer's Report was approved unanimously. 7. Director's Report:

- New library items: pens, post-it notes, and carabiners. Also, coffee mugs will be sold in the Book Cellar for \$5.

- Speaker Series Ad/Sponsorship information provided to Trustees with the goal of each trustee soliciting at least one ad
- Learning Lab total cost \$278K+
- A new voting machine will be on display in the library
- The RAD Formula Task Force is on hiatus. RAD is going to investigate equity and inclusion in funding.
- Meeting with Mr. McGill, City Manager, to discuss goals
- Submitting wish list to Friends, total is \$75K. Programming budget is \$49K.

8. Committee Report:

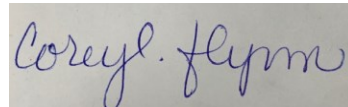
- Development Committee:
 - Governance Committee met on January 27. Discussion including programming, space needs, and the meeting room policy. Also, policy #9 regarding Library Board and Director Duties Policy. Recommend a retreat for the board to discuss Onboarding, strategic planning, and board assessment.

- Old Business:
 - Brews for Chili Night X Follow Up - sold out in 8 days \$7K+

9. New Business:

- Nominations of Officers
 - Proposed slate
 - Motion to approve the proposed slate by Mr. Jones, seconded by Mr. Pope, approved unanimously. SMART Goal - space/needs assessment
 - Looking at programming, wait lists, meeting room and study room requests/ usage
 - Spent on programming \$51K+ in 2019, works out to \$1 per attendee. Average cost of program is a little less than \$24
 - More hands on adult programming - get donations during some of the programs \$4,900
 - Will discuss programming at the Friends meeting
 - What opportunities is the library missing because there isn't space?

Advocacy Moment: 11. Adjournment: Motion to adjourn by Mr. Jones and seconded by Mr. Pope at 8:25 p.m.



Corey S. Flynn Secretary