

Called to Order: 6:02 pm

In Attendance (virtual meeting):

- Lisa Borrelli Dorn,
Chair
- Mark Trumbull
- Robyn Vittek,
Acting Staff Liaison
- Jari Jariwala
- Leeann Foster,
Commission
Liaison
- Catherine Schilken
- Raafay Khan, Jr.
Board Member
- Marissa Escajeda
- Margaret Izzo
- Commissioner
Mindy Ranney
(guest)

Absent:

- Laura Lilley, Public
Information Officer

Citizens' Comments:

None

October 2020 Minutes:

Approved – No Changes
Motion: Izzo

Second: Escajeda

Meeting Topics:

Public Information Officer – Lilley

- N/A

Commission Liaison – Foster

- Defer to DEI Discussion

Staff Liaison – Vittek

- Mt. Lebanon Public Library received approval this year as an Education Improvement Organization (EIO) and so we are eligible to receive grants to support two of our STEAM programs, our Teen Sound Studio and for supplementary materials for our Matt's Maker Programming. We received our first grant recently from Waste Management in the amount of \$3,500.
- Starting November 16th Friends of Mt. Lebanon Public Library are offering a volunteer run home delivery service to Mt. Lebanon residents that are unable to visit the library due to health concerns, mobility or transportation issues during the Covid-19 pandemic. For more information about this service and a copy of the waiver, please call the library or visit the website.

Board Chair Report – Borrelli Dorn

- Defer to DEI Discussion

Junior Board Member Report – Khan

- Social Justice club – best bet for connecting students with DEI
 - Khan to deliver report at each meeting about CRB. Club meetings are currently sporadic due to COVID-19.

Continuing Business

- Strategic Planning/ DEI Workgroups (refer to outline presented by Commissioners Foster and Ranney)
 - All CRB members will help with interviews
 - Municipal staff setting interviews for 75-ish candidates to fill around 30 spots
 - Evaluation Criteria – Ranney
 - Qualifications/ Experience
 - Izzo- select for representatives of diverse organizations to expand reach

- Motivation
 - Soft Skills
 - Trumbull – Q: “How do you think teams work best?”
 - Escajeda – people need to be willing to have uncomfortable conversations, disagree respectfully
 - Interviewing details
 - Schilken – be mindful of time and keeping uniform questions
 - Make sure candidates can commit enough time to workgroups (2 hrs/wk)
 - Send some of the more practical questions to candidates to fill out via email
 - Escajeda – in prelim questions via email, ask gender pronoun preference, etc
 - All questions need to be cleared with HR and Legal Counsel
 - Most interviews planned before Thanksgiving
 - Trumbull – possibility for follow up interviews if necessary?
 - Spreadsheet to rank candidates
 - Positions filled at Jan. 12 commission meeting
 - Onboarding Workshop – 2 hrs on Saturday, January 16
 - Commissioners want CRB to organize onboarding session (100% virtual event)
 - Escajeda, Izzo, Jariwala volunteered
 - Ranney: Distrust of municipal entities by some groups – we want to rebuild that trust.
-
- Resident’s Academy
 - Dates confirmed – registration underway (26 registered to date)
 - About to send organizational email to speakers
 - Discussion re: format – combo of pre-recorded, live, and breakout sessions ideal
 - Escajeda – has experience hosting virtual conferences and will assist

New Business

- N/A

Adjournment: 7:06 pm

Next Meeting: 9 December 2020

Motion: Izzo

Second: Schilken