

**MT LEBANON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**
Tuesday, February 16, 2021 at 7:01p.m.
Approved Minutes

1. **Call to order:** The virtual meeting was called to order by E. Jones at 7:01p.m.

2. **Members present:** Evan Jones, Lorna Kearns, Chris Menand, Mary Menk, Eve Reynolds, Marcia Taylor, Sally Taylor

Commission Liaison: Leeann Foster

Staff: Robyn Vittek

Observer: Susan Tracy of the Friends

3. **Approval of agenda:** Upon motion by M. Menk and seconded by L. Kearns and C. Menand, the agenda items were unanimously approved.

4. Comments from Observer:

Susan of the Friends:

- . The donation drop of the past weekend was a huge success: Over 300 boxes of books were received, just in time to replenish the inventory.
- . The online book sale is doing well, with books of superb quality.
- . Thanks to the Book Cellar volunteers for doing a great job and to board members Mary and Sally for helping out with the donation drop.

5. Commission Liaison:

Leeann:

- . Commission's goal setting retreat was interesting and productive.
- . Recognizing Library's contributions in celebrating Black History Month and other meaningful community endeavors.
- . Board on DEI: Having started training on diversity, equity and inclusion.
- . CRB: Working on Volunteer of the Year nomination and Citizen Academy.
- . MRTSA: Fundraising to get an emotional support animal for the employees going through tremendous stress.
- . Commission will vote on going forward with "Vibrant Uptown" project.
- . Social Media campaign #choosethechallenge, in collaboration of Women's Day Celebration, offers an opportunity to support equity and eliminate bias.

6. President's Report:

E. Jones ceded his time to later discussions.

7. **Treasure's Report:**

M. Taylor:

- . Not a lot to discuss at the moment. The Jan. numbers aren't sufficient, especially since we are still in the pandemic. The comparison with the numbers of last Jan., before the pandemic hit, can be misleading.
- Therefore, for more meaningful discussion, we should wait until late Mar., when more statistics are out to show the trend.

Upon motion by C. Menand and seconded by S. Taylor, the Board unanimously approved to file the January financial report for audit.

8. **Director's Report:**

RAD Library Shared Services Recommendations

. Concerns:

- . Lacking input from professionals on the ground. The Librarians on the Steering Committee weren't involved in the drafting process.
- . Potential fund cuts for municipal libraries because the municipalities handle shared services such as HR, facility management, etc.
- . Funds and influence will be further skewed toward CLP, away from smaller libraries who need them most and ACLA, the voice and advocate of libraries.
- . CLP is not equipped and able to provide shared services to 46 libraries. It might be reluctant to take on such an overwhelming task.
- . The implementation timeline is unrealistic.

. Hopefully,

- . the libraries' voice will be heard;
- . a revised proposal with a new timeline will be adopted;
- . if done properly, shared services will have great benefits in setting standards and saving resources. Our Library can benefit especially from the specialized HR (to complement the municipal service), tech support, etc.

. Robyn will keep the Board updated on the issue.

9. **Old business:**

Garden Tour

- . Another virtual tour, similar to the one held last year.
- . Calling for a board member to spearhead the planning process: During the months leading to the Tour in June, he/she would work with the Library staff to promote the tour in the community and search for sponsors.

2021 SMART Goal – Strategic Planning Process Update

Robyn:

- . Having started discussions with an experienced consultant who is familiar with the municipality. The consultant drafted a preliminary plan. Will discuss the plan during next board meeting.

- . Information gathering:
 - . To Library employees:
What are the 3 most important qualities for public library employees?
 - . To area library directors, community activists and leaders:
3 questions about their vision of public library in 15 years, its customer base and how they would use the library.
 - . Will share the responses with board members.

10. **New business:**

- Nominations for Officers
 - . President: E. Jones
 - . Vice President: M. Menk
 - . Treasurer: M. Taylor
 - . Secretary: L. Kearns
- . The Board will vote on the positions during the March meeting.

11. **Advocacy Moment:**

Our favorite time again on “what have you read or watched lately”.

12. **Adjournment:**

Upon motion by M. Menk and seconded by C. Menand, the meeting was adjourned at 8:17pm.



Eve Reynolds, Interim Secretary