

Mt. Lebanon Library Board of Trustees

Meeting Minutes

MAY 21, 2024

Present: Holiday Adair, Kristen Baginski, Susan Clark (Library Friends), Monica Ruane Rogers, Bob Taylor,

Susanne Wagner, Robyn Vittek (Library Director). GUEST: Angeline Frenie.

Approval of Consent Agenda Items: moved by Kristen Baginski, seconded by Monica Ruane Rogers – unanimous approval.

Comments from Observers: Angeline Frenie (of Clemson Drive) expressed concerns that the True Crafting Program was not continuing despite heavy community interest/participation. She reported that participants were meeting at other community libraries to continue the activity and enjoy the socializing. Robyn Vittek responded that the staff member who led that activity (a crafting enthusiast) retired and her replacement is not a crafter.

ACTION TAKEN: Robyn will have Sharon Bruni follow up with Ms. Frenie this week.

Comments from *Friends of the Library*:

- Plant Sale successful with many volunteers and sales of ceramics and birdhouses in addition to plants. Plant profit = 2505\$/ 380\$ birdhouses/107\$ ceramics Despite great community support, plant donations have decreased over the years. Rain was a negative factor, will have a ‘lessons learned’ meeting to plan for next year’s sale
- Annual Friends meeting on Wednesday 5/29 7:00 pm in Learning Lab. Open to all Friends

Comments from Commission Liaison: (emailed to Robyn Vittek) Commission commissioned a study of the Main Park and the Recreation Center. Goal is to understand how to make the park and the building more welcome and more useable while meeting the needs of residents. The consultants will be outside the pool on opening day from 12 to 3 to hear comments. Update on the project is online under magazine website (lebomag.com). People can email Anne Swager Wilson with thoughts and comments.

President’s Report: Robert Taylor had nothing to report

Director's Report:

- PALA membership gave the Library a free Amazon Prime Business account, savings of 499\$ a year.
- Part-time circulation clerk (working as a substitute when staff vacations and illness occurred) has left the position. Will not be filled as she was a substitute, not in a permanent position.
- Events: Michael Pollen Lecture a big success, will be a while before the library can afford someone of his stature again. Plant Sale special nod to Marylynne Pitz (Michael Pollen interviewer) who worked the sale all day. Library closed half day to deploy new computers throughout the library (RAD funded)
- State Budget: still in the legislature, could everyone contact their state representatives and senator to ask that the budget pass soon and the funding request fulfilled. Documents about wording are in the Govenda app
- Staff training: Eric Meisberger attended the Public Library Association conference (attended DEI, crisis communication sessions), Jane Millard (newest librarian) attended the PA Academy of Leadership Studies

Committee Reports

Governance Committee: will be in New Business below

Fundraising Committee: Need 4-5 more volunteers to cover late day shifts at 3 houses on the Garden Tour. Board of Trustees Basket: Monica in charge. Marina Nielsen will email a list of Uptown vendors who supported the Library so Board members can buy something for the basket and thank them for their support.

Old Business:

Library Space Update: the DRAW Collective will meet with the Children's library staff about what they want. A timeline or plan will be constructed by the year's end

New Business:

Governance will present the construction or revision of 4 policies during the July Board Meeting:

1. Display Policy (new, only proposed version in packet)
2. Fiscal Authority Policy (hard, redline and proposed version in packet)
3. Library Program Policy (hard, redline and proposed version in packet)
4. Patron Behavior Policy (hard, redline and proposed version in packet)

Review and send comments/questions/concerns to Governance Committee so changes can be incorporated for versions to be sent to Phil Weis (legal counsel) for versions to be presented during the July meeting

Overview:

Display Policy is based on Program Policy to mirror Request for Consideration and Statement of Concern process (streamline them to one process)

Fiscal Authority Policy is updated to reflect the current operations in place at the Library

Patron Behavior Policy modified to align with Unattended Child policy revisions

Modifications made to update them to modern world situations and language

Confidentiality of Library Records Policy and *Lending Policy* were tabled, still under discussion.

There was an incident involving police access to security camera tapes (from an outdoor theft of a bicycle) that brought up confidentiality issues. American Library Association has guidelines and models that will help construct possible policies about confidentiality and police access to information the library has on patrons.

Current protocol is to allow police to view relevant parts of the surveillance tapes only under approval from Robyn.

September meeting might have more policies for a vote at the November meeting.

Meeting ended at: 7:59 pm.