

Mt. Lebanon Library Board of Trustees
Meeting Minutes
February 17, 2026

Present: Holiday Adair, Kristen Baginski, Peter Halsey, Anthony Moretti, Anne Swager Wilson (Commission Liaison), Bob Taylor, Robyn Vittek (Library Director), Susanne Wagner. Susan Tracey (President, Friends of the Library). **GUESTS:** Kaitlyn Hudson (Library Staff), Sharon Bruni (Associate Director for Public Services).

Approval of Consent Agenda. Statistics reported in monthly reports are typical despite a two day closure in January. *Moved to Approve:* Kristen *Seconded:* Peter. Unanimous approval.

Comments from Observers. None

Friends of the Library. (Susan Tracey)

- *Memo of Understanding* between the Board of Trustees/Library and Friends finalized (delineates responsibility of each entity)
- New Vice President is working out well in the organization
- Book Cellar Baubles Volunteer (Ina Silver) identified cuff links worth 1,000\$
- PCBL and PaLA Institute is March 7 - Susan presenting on selling vintage books, Robyn will send email re: box lunch order for attendees

Comments from Commission Liaison. (Anne Swager Wilson)

- Orienting two new Commissioners: Nick Petti and Margaret Izzo
- Active Transportation Plan: includes all modes except cars, collaborating with Dormont and have a consultant
- Recreation Center ADA upgrades: grant from Rep. Deluzio (\$850,000), plan is on rough draft. Total cost of renovation will be close to 10 million to build in front of building without losing parking
- Bond Issue: will be discussed in May, contains funds for Library renovation
- Red Light infractions uptown: commission is appealing a policy of disallowing use of cameras to fine infractions.

President's Report. (Bob Taylor)

- Strategic Plan Revisions: Form an Ad Hoc Committee to assist Library staff with timeline, data gathering (focus groups, surveys, etc.) Anthony, Peter volunteered + 1 Friends Board member, Susanne will be an alternate as needed.

Director's Report. (Robyn Vittek)

- All required reports (to state, staff evaluations, etc.) are due March 1st
- Staff Development: funded by Friends is much appreciated
- Space Planning Project: library operations and temporary storage of resources/furnishings is being planned to minimize staff disruption of tasks and keep patron services as viable as possible, Book Cellar will remain, (will need to use Room A for storage and services). May need to cancel large programs requiring big spaces. Timeline: fall 2026 tentative start date with span of 6-9 months to completion.

Committee Reports: Fund-Raising Committee

- Garden Tour: contemplating a "Reunion Tour" of sorts – tapping gardens that were in tours in the 90's. Marina identified 9 possibilities to approach in March if a regular request for gardens does not produce enough options

Committee Reports: Finance Committee. None

Committee Reports: Governance Committee.

- Constructed a Nominating Committee for officers for the 2026-27 Board of Trustees: Holiday, Kristen and Maura (invited via email and consented to join)
Move to Approve: Susanne *seconded:* Peter

Old Business. (Sharon Bruni, Associate Director for Public Services)

Library Lending Policy

- How many non-resident and non-county users are currently ongoing users of e-resources?
 - 28 resident patrons accessed Kanopy in 2025 with a Mt. Lebanon Library card#
 - 150 NON-resident patrons accessed Kanopy in 2025 with a mt. Lebanon library card#
 - Of the 598 users of Kanopy in 2025 178 were NON-residents (cost 4,037\$)
 - 67 resident patrons accessed Hoopla in 2025 with a Mt. Lebanon Library card#
 - 248 NON-resident accessed Hoopla in 2025 with a Mt. Lebanon Library card#
- What is the anticipated increase in this population if CLP drops the subscription?
 - Potentially 5,000+ non-residents migrating over to Mt. Lebanon (estimated cost of Kanopy, at 27\$ per user = 137,000+ annually)
 - Estimate around 500 user requests per day would be turned away to maintain the user policy limit
- How is the library billed for the Kanopy and Hoopla?
 - Kanopy and Hoopla Instant is pay per use (Budget for Kanopy 20,000\$, in 2025 spent 16,025\$)
 - Hoopla Flex is a one time publisher license purchase per item
- Are there models that can be applied here (the social worker, Jackie Stilson, limits work depending on residency?), how are other libraries handling this type of issue?
 - Libraries that restrict access to certain databases/streaming services to “home Library” (library in town of residence):
 - Bethel Park: restricts Universal Class/Testing and Education Resources
 - Northland: Family Search restricted to in-library use
 - Sewickley: Kanopy FamilySearch in library use, other databases must have a Sewickley library card to access
 - Peters Township: Kanopy and Hoopla – they have more tickets per patron than Mt. Lebanon and must have a Peters Township card for access
 - Swimming Pool analogy: only Mt. Lebanon residents can buy a season pass, nonresidents can buy a day pass (Mt. Lebanon Commissioners will not support additional costs of e-resources for nonresidents - it is a tax fairness issue)
- What other funding sources can be tapped into to assist?
 - Charging a fee to out of county users is hard to determine if fees would cover the added cost Mt. Lebanon Library would incur
- Possible Solutions
 - Grandfathering in current patrons/users? Current users are inflating the costs and will inflate them further as more “current users” migrate from CLP to Mt. Lebanon. Best to have a clear policy of usage
 - *Distinguish users by library card and establish home library by address on card, then restrict usage of patrons who do NOT have Mt. Lebanon as their home library. Kanopy can do this in their lending system. Current EI network can align addresses to home library and code patron cards with that information. Make a few in-house library cards available for patrons to use e-resources IN LIBRARY (like reference resources)*
 - *Lending Policy update will contain a generic sentence that reflects this strategy (and does not need updating as recourses change)*
 - *March Board meeting: present language that will be used to explain to existing and future patrons*
 - *Prepare and support staff for pushback they will get from patrons*
 - Document containing all of Ms. Bruni’s facts and figures is in the Govenda Shared Drive.

New Business.

- Statement of Ethics: complete and return: at Municipal Bldg, mail, submit to Robyn by April 1.

Meeting Adjourned at 8:45 pm

Respectfully Submitted, Holiday E Adair, Secretary Mt. Lebanon Board of Trustees