

Called to Order: 6:06 pm

In Attendance:

- Lisa Borrelli Dorn, Chair
- Matt Foreman
- Kiersten Lane
- Catherine Schilken
- Robert Taylor
- Mark Trumbull
- Robyn Vittek, Acting Staff Liaison

Absent:

- Dana Hackley, Vice-Chair
- Steve Silverman, Commission Liaison

Citizens' Comments:

None

October 2019 Minutes:

Motion: Trumbull
Second: Lane
Approved – No Changes

Chair Report - Lisa Borrelli Dorn:

Catherine is working on Citizens' Academy

Commission Liaison's Report - Steve Silverman (via email):

The Mt Lebanon Communications Survey has been mailed to residents and is online. The deadline for responses is Wednesday November 27th. Please encourage your friends and neighbors to complete the survey.

It is Budget time. We had our first meeting last night. The Manager recommends a zero tax increase and the Commission agrees. We reviewed the Public Works portion which includes the sidewalk maintenance, trimming of the street trees and our parks. We added some cost items for further consideration such as an additional sidewalk repair contract and an additional oak tree trimming crew. The final decisions will be made at the December 5th Budget meeting.

The plan to upgrade/refurbish the Washington Road Business District and Parse Way has been renamed the Vibrant Uptown Project. We are seeking input from multiple stakeholders for its design.

We have three Commissioners Elect (Mindy Rainey, Leeann Foster and Andrew Flynn) and they will be sworn in on January 6th at 8pm. 2020 Board assignments will be approved that same evening.

Staff Liaison's Report – Robyn Vittek:

The library was awarded a Keystone Grant in the amount of \$215,164.06 to replace the HVAC system and stair carpet, and install security access controls. The municipality pledged matching funds in order to obtain the grant and will orchestrate the bidding process and work. Work must be completed by March 31, 2021.

The library's former Maker Space is under construction and will be reopened as a flexible meeting space called the [Learning Lab](#) by late December. The library plans to host their Citizens' Academy segment in the new space.

The Friends of the Library group is hosting a "[Jolabokaflo](#)d" holiday market and book sale on Saturday, November 23 from 11 am to 3 pm. A holiday market will be set up outside the lower entrance of the library selling crafts from local artisans, greenery and library-related items. Inside we will be selling Jolabokaflo totes, hot cocoa and cookies.

The library is hosting a "[Friendsgiving](#)" celebration on Sunday, November 24. This is an after-hours event starting at 7 pm. We will be serving seasonal small bites both savory and sweet. Registration is required.

PIO Report – Laura Lilley (via email):

We have more than 1,800 responses to the communications study with several hundred paper surveys still to be input. The survey will remain open until November 27 at 4 p.m. Please encourage people to fill out the surveys...either the one they received at home or the online version (they're the same) at www.mtlebanon.org/survey.

Everyone over age 18 can do one (but only one!) Thanks!

Continuing Business:**Resident's Academy - Schilken**

Mostly coordinated – working out a few kinks (date conflicts, etc)

Scheduling and Communication

Amy Martin will handle communication with attendees

Dorn – moving to folder vs binder; not enough presenters give handouts/ presentations to justify a binder

Idea: "Challenge" coins (like military uses) for completion

Resource Guide – Hackley (absent – Dorn led discussion)

Needs checked (contact info) all numbers – may be checked again as it’s been a while

Discuss use of RG with Municipal Manager, Police Chief as they are unsure of how to use and disseminate

Strategic Planning - Trumbull

(See accompanying handout entitled “11.13.19 Trumbull – CRB Strategic Plan Discussion”)

- What is next big project?
 - Coffee with a Cop
- 2015 plan still applicable
- Strategy/ planning working meeting suggested

Taylor: Obstacles in the past posited by former staff liaison included:

- Budget (there is none)
- “You’re just an advisory board”

Wellness forum

- Lots of work to put together
- 40-50 attendees

Vittek- Idea: Logo to help brand CRB events

- Use on partner projects (partner with library, rec center, etc – organizations with programming budgets)
- *mtl* Magazine articles
- Residents’ Academy form

Taylor will try to draft some preliminary designs

New Business

December 11 meeting

Motion to cancel: Taylor

Second: Trumbull

Approved Unanimously

Adjournment: 6:50 pm

Meeting Room C

Motion: Trumbull

Second: Lane

Agenda:

- Strategic Plan
- Resident’s Academy
- Community Service Award

Next Meeting: January 8, 2020