

**MT LEBANON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
Approved Minutes
Tuesday, August 18, 2020, 7:00 p.m.**

1. **Call to order:** The meeting was called to order by Ms. Lohr at 7:01 p.m.
2. ***Members present:*** Hillary Lohr, William Pope, Sally Taylor, Marcia Taylor, Eve Reynolds, Evan Jones, Corey Flynn

Commission Liaison: Leeann Foster

Staff: Robyn Vittek and Keith McGill

Observers: David McKibben, Cindy Last Name??, Susan Uffelman

3. **Approval of agenda:** Upon motion by Mr. Jones and seconded by Mrs. Reynolds, the consent agenda and July meeting minutes were approved unanimously.
4. **Comments from observers:**

Robyn played a message from one patron in support of the library not opening to the public.

Cindy, Ashland Avenue: "I think now more than ever it's important to open our libraries. I think the key is to open safely. There is plenty of room for social distancing. If there is a problem with staff members in the high-risk area such as age or medical conditions then maybe they could come in when the building isn't opened to the general public, they could do things behind the scenes. Hire people from the community who can help keep the facility open. We pay a lot of taxes for the library. We need our library. It's been closed for too long. Many families depend on it. It can be open and be safe."

Susan, Vermont Avenue: "I consider the library to be essential and do not understand how it is any different than any other place right now. Many people have been working through this entire situation. I don't know if it's a staffing issue or what the problem is. The library is essential, and taxpayer funded. In my mind it needs to be fully opened at this point. It is beyond time for the library to be open."

David McKibben, President of Friends of Mt Lebanon Library: Friends is in a financial pickle because of the bookstore being closed and other fundraising events being canceled. Doing a mass mailing for the membership drive that is strictly targeting members who have expired membership in the last 18 months or those whose membership is about to expire. The Stay at Home Read Gala raised \$3,000. There is a beer tasting fundraising event on the 29th.

5. **Commission Liaison:** Leeann Foster discussed the Diversity and Inclusion meeting that will be held on October 8th. Also, the HVAC contractor has started the work on the air handler. The projected date of getting the HVAC system up and running is September 7th. Hopefully the

library will be able to open on September 14th.

6. **President's Report:** President is ceding their time to the larger discussion of re-opening.
7. **Treasurer's Report:** Revenues are where they should be, and expenses are down because we haven't spent certain monies due to the current situation.
 - a. Upon motion by Mr. Pope and seconded by Mr. Jones the Treasurer's Report was approved unanimously.
8. **Director's Report:**
 - a. Library staff are updating their clearances
 - b. ACLA/RAD: presentation Thursday. Requesting a 5% increase for e-resources. New users of e-resources are up by 84%.
 - c. Library directors met last week. Voted to extend the quarantine period for returned material from 3 days to 4. It will take longer to get holds.
 - d. County received some money from the CARES Act.
 - e. All caught up on book returns and back log of books. Meeting room A is currently being used for quarantine of books
9. **Committee Reports:**
 - a. Governance Committee recommendation to adopt a phased service plan based on county trends was not voted on. The library director will use the phased service plan as a guide and the discussion will be a part of monthly board meetings.
10. **Advocacy Moment:** Ms. Vittek said the library is receiving positive comments for the current limited services.
11. **Adjournment:** Motion to adjourn by Ms. Taylor and seconded by Mrs. Reynolds at 8:51 p.m.



Sally Taylor, secretary