

Mt. Lebanon Public Library
Board of Trustees
Meeting Minutes

Tuesday, September 21, 2021 at 7 pm

I. Call to Order:

Mary Menk called the meeting to order.

Members Present:

- Lorna Kearns
- Christine Menand
- Mary Menk
- Robert Taylor
- Eve Reynolds
- Leeann Foster, Commission Liaison
- Robyn Vittek, Staff
- Susan Tracey, Observer from the Friends of Mt. Lebanon Public Library

II. Approval of Agenda Items and of the minutes from the previous meeting:

Having reviewed the agenda items and the previous meeting's minutes before the current meeting began, both the agenda items and previous minutes were unanimously approved.

III. Comments from observers:

Susan Tracey of the Friends reported the following:

- The mum sale went well.
- Extended hours for the Book Cellar is probably not going to happen for awhile due to continued concerns about COVID transmission issues.
- The Friends organization was approached by a community member to be remembered in their estate planning.

Robyn Vittek reported that there were no other citizen comments for this month.

IV. Commission liaison report, Leeann Foster:

- The Boo Parade will be held Oct. 30.
- In October, the Commission will receive recommendations from DEI groups. Leeann recognized Robyn for her contribution to this effort.

V. President's Report, Evan Jones:

- This report is being tabled until next meeting since Evan is not here.

VI. Treasurer's Report, Marcia Taylor:

- Marcia was absent so we did not have a full report.
- Robyn said that we were about \$110,000 below where we were last year in staff salaries. She explained how salary funds were reconciled between the library and the municipality.
- Lorna motioned to file and Bob seconded. Everyone agreed.

VII. Director's Report, Robyn Vittek:

- The library has had a successful summer. They will hold off on in-person programming until Nov. 1 at the earliest. They have been having some storytimes and book discussions in the courtyard when weather permits.
- They have been attending events such as First Fridays and they will be attending the upcoming Artists Market.
- Carlos Correa has been appointed as Executive Director for EINetwork, effected September 30. The ACLA Executive Director not yet been named but negotiations are proceeding. There is no news on the hiring of a new CLP Executive Director.
- ACLA and CLP presented budget proposals to RAD in August. Support for distressed libraries was a priority. They also asked to support expansion of shared services. Many of the smaller libraries are taking advantage of accounting shared services. They also asked for an increase in mobile support.
- Launching this fall is RADpass (radpass.org). The program gives Allegheny County residents access to free or discounted tickets to events like opera, theatre, etc. People can go on their website to see what's available.

VIII. Committee Reports

- **Fund-raising and Event Committee, Chris Menand**
 - Chris met recently with Mariana and Robyn about the Garden Tour. The Tour date for next year is June 26, 2022. They are not going to have a pre-tour party this year. Instead, they are thinking of doing a reception afterwards. Chris said she would be asking board members for ideas for

raffle donors and items. There will be no educational piece this year because community interest is most focused on the aesthetics of the gardens themselves.

IX. Old Business:

- a) Roby reported that they have filled a staff position that will start next week.
- b) Study room conversion is still in the works.
- c) They have purchased book carts, a desk for Teen Area, and some new office furniture.
- d) Library staff are making progress on the fine-free initiative.
- e) We are in the middle of Love Your Library month, three quarters of the way to our goal with nine days remaining. Robyn thanked everyone, including the Friends of the Library, who has contributed to this effort.

X. New business

- a) Sharon Bruni, Associate Director of Public Services, and Sharon Verminski-Wilson, Senior Librarian, came to the meeting to talk about how COVID has affected circulation.
 - (a) They presented data from May, June, and July in 2019 to the same three months in 2021.
 - (b) Overall, they have seen a drop in physical circulation in adult books 2021. At the same time, however, there has been an increase in e-circulation. A notable change is the increase in children's circulation since the pandemic started.
 - (c) Two changes occurred in 2020 that may be having an impact on circulation: 1) number of permitted renewals has been increased and 2) check-out period for Book Stop books has been increased to three weeks.
 - (d) Robyn said that this kind of information will help them make decisions about how to spend their money on acquisitions. For example, AV assets are being borrowed less frequently. So that has implications for how to make expenditure allocations.

- b) Sharon Bruni mentioned that the library is hosting an author talk tomorrow evening at the high school. The topic will be the Tulsa Race Massacre with the author Hannibal B. Johnson.
- c) The October meeting, which had been moved from Oct. 19 to 26, has now been moved back to Oct. 19.

XI. Advocacy Moment:

Everyone shared what they have been reading and viewing on television this past month.

XII. Adjournment:

Eve made a motion to adjourn, Bob seconded, and Mary Menk adjourned the meeting at 8:17 pm.

Minutes submitted by: Lorna Kearns

 Recoverable Signature

X Lorna Kearns

Lorna Kearns

Signed by: 91f946c5-8ea7-46eb-9c91-69677e171802