

**MT LEBANON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING**

Approved minutes, Tuesday, September 15, 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, Corey Flynn, Evan Jones, Eve Reynolds, William Pope, Sally Taylor

***Commission Liaison***: Leeann Foster

***Staff***: Robyn Vittek

***Observers***: David McKibben, Keith McGill

3. **Approval of agenda**: Upon motion by E. Jones and seconded by S. Taylor. The agenda and August meeting minutes were unanimously approved.
4. **Comments from Observers**: Two citizens comments were played, both support the current level of services.

David McKibben: David summarized for the Friends, the Beer event raised \$1200 with 50 virtual attendees. He says they have 21 volunteers prepared to make book deliveries to patrons unable to come to the library. This should start soon. The Book Cellar is considering private shopping, they have sold some books to local dealers. Love Your Library was a joint appeal with funds being directed to the Friends this year. As of mid-September they have received \$25,000, twice what they had received at this point last year. The Friends have subscribed to Grant Station through Tech Soup. They anticipate applying for additional grants this year.

5. **Commission Liaison**: Leeann noted that Commission meetings are now live streamed. She noted that the new Diversity and Equity initiative is seeking volunteers for the ad hoc committee.
6. **President's Report**: Hillary ceded her time to later discussions.
7. **Treasurer's Report**:
  - a. Upon motion by Bill Pope and seconded by C. Flynn the Treasurer's Report was approved unanimously.
  - b. More information on the budget process and projected RAD funding will be available at the October meeting.
8. **Director's Report**
  - a. Robyn noted that they are down 3 staff, plus one on medical leave. They have over 30 applicants and anticipate filling the positions as quickly as possible.
  - b. The Municipality's Salary Survey results will be applied to the new hires and current staff salaries will be adjusted accordingly over the next 12-18 months if they are below the targets.

9. **Old Business:** After some discussion, the Board supports Robyn's proposal that the Library conduct a staff training on Monday, September 21<sup>st</sup>, followed by a soft opening through September 26<sup>th</sup>. The formal re-opening will be advertised for September 28<sup>th</sup>. Twenty-five patrons will be allowed in for an hour at a time. Curbside book pick-up will continue, with in person pick up also available in the lower level. Hillary would like to see the study rooms open in October, by reservation.
10. **Advocacy Moment:** Love Your Library Yard signs are available
11. **Adjournment:** Motion to adjourn by: E. Jones at 8:29pm. Second C. Flynn.



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Sally Taylor, Secretary