

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

Approved minutes, Thursday, October 28, 2020, 8:00 p.m.

1. **Call to order**: The meeting was called to order by Ms. S. Taylor, secretary, at 8:01 p.m.
2. ***Members present***: Evan Jones, Marcia Taylor, Eve Reynolds, Sally Taylor

***Commission Liaison***: Leeann Foster

***Staff***: Robyn Vittek

***Observers***: David McKibben

3. **Election of Chairman Pro Tem**: Sally Taylor motioned that Evan Jones serve as chairman pro tem to preside over this meeting. Eve Reynolds seconded. The motion was unanimously approved.
4. **Approval of amended agenda**: Upon motion by S. Taylor and seconded by E. Reynolds. The amended agenda was approved.
5. **Approval of previous meeting Minutes**: Eve noted that she was not present for the September meeting. M. Taylor motioned to approve the amended minutes, E. Reynolds seconded. The September meeting minutes were unanimously approved.
6. **Comments from Observers**: David McKibben: David noted that December 1<sup>st</sup> will be giving Tuesday, The Friends will participate. Love your Library in September was a big success. No scholarship will be given this year as there were no qualified applicants. The Friends had a successful book drop off day and will begin a new venture selling some of the books on Shopify. Customers will select and pay for their books online and pick them up at the library once the order is ready. The book delivery to homebound patrons is anticipated to begin the week on November 16<sup>th</sup>.
7. **Commission Liaison**: Leeann Foster said the Municipality will be advertising for new Library Board members and anticipate filling the positions promptly.
8. **Treasurer's Report**: The budget presentation to the Municipality will be November 14<sup>th</sup>. The RAD allocation for next year is anticipated to be \$55,000 less next year due to the change in the formula and overall reduction in funding.
  - a. Upon motion by M. Taylor and seconded by S. Taylor the Treasurer's Report was approved unanimously.
9. **Director's Report**
  - a. The library staff's analysis of foot traffic and patron appointments reflects 300 visitors to the building each day since services were expanded. There was a

discussion of what is working well and what could be improved upon. Additional Saturday hours will be reviewed.

- b. Robyn has filled one of the three open positions and feels that is adequate for current needs and budget.
- c. Robyn summarized the e-Resources Funding Task force recommendations. CLP is requesting that RAD reconsider the 5% decrease so libraries can fund additional e-resources.
- d. S.Taylor moved that the Board approve the State Aid Waiver Resolution Form, E. Reynolds seconded. The motion was unanimously approved.

10. **New Business:**

- a. Love Your Library raised \$41,174, \$36,894 is eligible for the Buncher match.
- b. The following slate of Interim officers was presented: Evan Jones-President, Sally Taylor- Vice President, Eve Reynolds- Secretary, Marcia Taylor- Treasurer  
E. Jones made the motion and S. Taylor seconded. The slate was unanimously approved.

11. **Advocacy Moment:** What did you read this month?

An interesting discussion of books (and movies) each member had read (watched) in the past month followed.

12. **Adjournment:** Motion to adjourn by E. Reynolds at 8:59 p.m. Second M. Taylor.

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Sally Taylor, Secretary