

**MINUTES of the MEETING of the  
ERIE COUNTY PUBLIC LIBRARY ADVISORY BOARD**

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**THURSDAY, December 15, 2016  
Admiral Room, Blasco Memorial Library**

**CALL TO ORDER:**

Mary Scutella called the meeting to order at 12:03 p.m.

**MEMBERS PRESENT:**

Mary Frances Baugh, Jackie Breakstone, Kathleen Keys, Elspeth Koehle, Joe Mineo, Diane Papesch, Trevor Pearson, Mary Scutella.

**MEMBERS ABSENT:** Dr. William Garvey.

**OTHERS PRESENT:**

Library: Mary Rennie, Executive Director; Tony Keck, District Consultant; Patrice Berchtold, Administrative Officer II. Marion Gallivan, Friends of the Library.

**APPROVAL OF MINUTES:**

Kathleen Keys made a motion to approve the minutes of the meeting of November 17, 2016. Trevor Pearson seconded the motion. Minutes were approved by unanimous vote.

It was announced that replacements for Jackie and Dr. Garvey's positions on the board have been selected. We thank both Jackie and Dr. Garvey for their service on the board, and we hope they stay involved. Jackie would like to thank everyone for the wonderful opportunity and stated she will miss everyone.

**HEARING OF CITIZENS:** None.

**REPORT OF THE COUNTY COUNCIL LIAISON (Ed DiMattio):** None.

**FRIENDS OF THE LIBRARY UPDATE (Marion Gallivan):**

Marion stated that they are currently doing membership renewals. They have been working on downsizing the space in the back of the library which is needed for the renovations.

**REVIEW OF THE FINANCIAL REPORT (Mary Rennie):**

We are finishing in the black for the 2016 budget. We are still transferring money between some of the lines. We are not allowed to move money from the personnel lines. Because of the county rules for purchasing, we are not able to put collection money into pre-paid accounts, which we had planned on doing. Therefore, we are trying to purchase some of the equipment for the ideaLAB to include a 3D printer, vinyl cutter and sewing machine with some of our extra money. Any leftover money will revert to the general fund except for the district budget.

**REPORT OF THE EXECUTIVE DIRECTOR (Mary Rennie):**

The Polaris migration starts on December 16<sup>th</sup>. There are no holds or renewals until January 6<sup>th</sup>. This is the software platform that everything runs on. The rollout is January 5, 2017. We are saving the county a large amount of money over the next several years with Polaris. All DVD's will be free along with use of the computers. All six independent libraries will follow the same lending and fine fee structure. The 20<sup>th</sup> Anniversary Breakfast will be held Tuesday, December 20<sup>th</sup> at 8:00 a.m. Please try to stop by. Mary meets again next week with Bostwick Design. We should be hearing about the Keystone Grant soon.

Erin Wincek's last day is January 6, 2017. We have seen a lot of turnover this year, mostly due to retirements. Erin is going to be starting her own business and she will be greatly missed. Mary stated that we would not have made it through this past year without Erin. We hope to interview applicants by mid-January for her replacement. Mary met with the Maritime Museum for an Interpretative Planning Process. If we get the Marine Sanctuary designation, this will be big for the Maritime Museum. We have participated the last few years with Erie Together, through United Way. We will be expanding our role with them regarding Balancing Economic and Workplace Development through the Early Childhood Education program run by Mary Bula. Mary met with Howard Krack who is a member of TEAC (Teacher Education Accrediation Council) and Jude Shingle to discuss broad technologies such as sewing, woodworking and 3D printing. Both will be working with us in the future.

Mary would like to thank Dr. Garvey and Jackie Breakstone for all of their support and for serving on the board.

**STATISTICAL AND OTHER REPORTS (Mary Rennie):**

Overall circulation for November was about the same as November last year, but for the year, we have seen an increase of over 50,000 circulations. In November 801 individuals received new cards which is 300 more cards than last November.

**REPORT OF THE DISTRICT CONSULTANT (Tony Keck):**

Tony mentioned that the gaming money issue has not been resolved yet. Due to the lack of funding, Rice Avenue Library has reduced hours and effective 1/1/17 will lay off one person. The district restructuring project is underway. They will be looking at pulling resources within the region which includes Erie, Warren, New Castle and Oil Creek. Tony and Mary has a meeting scheduled on January 26, 2017 with Senator Laughlin to discuss libraries.

**REPORT OF COMMITTEES:** None.

**PETITIONS AND COMMUNICATIONS:** Your packet is full of newspaper clippings! Kathy Dahlkemper's announcement that she is running a second term took place at the library. Kathy has really supported all of our efforts at the library and we are very grateful for all of her support.

**BOARD DEVELOPMENT AND ACTIVITIES:**

We have two new members assigned to the board: Daria Devlin, appointed by Jay Breneman and Liz Allen, appointed by Kathy Dahlkemper. We will welcome both to the board in January.

**UNFINISHED BUSINESS:**

Trevor asked about the books for hospitals. We were waiting for Chanel to get her feet wet, but we will have her contact Trevor. The Friends can also find some books for him. There was a suggestion to give books to the city schools. PEPS is a group we may be able to work with. Jackie will email the contact information. Trevor also suggested some type of partnership with the Keystone Stars, childcare centers.

**NEW BUSINESS:**

**The next Advisory Board meeting is January 19, 2017.**

**ADJOURNMENT:** The meeting adjourned at 1:05 p.m.