

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

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**THURSDAY, May 19, 2016  
Admiral Room, Blasco Memorial Library**

**CALL TO ORDER:**

Joe Mineo called the meeting to order at 12:03 p.m.

**MEMBERS PRESENT:**

Dr. William Garvey, Elspeth Koehle, Joe Mineo, Diane Papesch, Trevor Pearson.

**MEMBERS ABSENT:** Mary Frances Baugh, Jackie Breakstone, Kathleen Keys, Mary Scutella.

**OTHERS PRESENT:**

Library: Erin Wincek, (Acting Director) Blasco Coordinator; Tony Keck, District Consultant; Patrice Berchtold, Administrative Officer II. Marion Gallivan, Friends of the Library.

**APPROVAL OF MINUTES:**

Dr. Garvey made a motion to approve the minutes of the meeting of April 21, 2016. Diane Papesch seconded the motion. Minutes were approved by unanimous vote.

**HEARING OF CITIZENS:** None.

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

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

Marion stated that the cookbook and gardening sale was not as well attended as expected. Cookbooks are not as popular as they used to be and Marion is recommending that they not do this sale anymore. Monday night, May 23<sup>rd</sup> is their annual meeting. The Great American book sale will be the week of June 12<sup>th</sup> and they still need volunteers to help all week.

**REVIEW OF THE FINANCIAL REPORT (Erin Wincek):**

There is nothing significant at this time with the budget. If the state budget is not passed, we are hearing that the County may put through another freeze.

**REPORT OF THE EXECUTIVE DIRECTOR (Erin Wincek):**

Erin stated that Mary came back to work part-time last week. Erin stated that we have started meeting about the implementation of the strategic plan. We have three specific groups meeting on Connections, Capacity and Collections. All staff were invited to participate. We are meeting bi-weekly and we are planning a July launch. We started loaning wifi hotspots and they have been very popular and there are over 100 holds. All of the hotspots have been returned so far and there is the capability of turning them off if they are not returned. Erin attended the Erie Arts and Culture meeting this morning and had the opportunity to talk about the IdeaLAB. Chanel Cook will be starting on May 31<sup>st</sup> as the new Outreach Manager. Chanel comes from the County Executive's office and we are very excited about her expertise. On June 11<sup>th</sup> the Summer Reading Program begins. Everyone in the entire community can participate and will be rewarded for every five hours of reading. We have programs for all locations almost every day of the summer. There will be a wrap-up concert on August 15<sup>th</sup>. Thank you to the Friends for all of the prizes! We have received funding for phase 1A and 1B of the Blasco redesign from County Council. An RFP and ads will go out on May 20 and 24<sup>th</sup> with all bids due back on June 15<sup>th</sup>.

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

Every year the District Center is tasked with putting together a budget for the District libraries. A copy of this negotiated budget is on page 5 of your packet. **Dr. Garvey made a motion to accept the District Budget as presented to the board. Trevor Pierson seconded the motion. Motion was approved by unanimous vote.** On August 15, 2016 the Trustee Workshop will be held. Dr. Christopher Miller is the speaker and he specializes in “change”. Tony stated he has not heard anything about a state budget. Tony met with Mary yesterday about the district budget which can be confusing because the state is on a fiscal year and the county is on a calendar year. Because of the freeze at the end of 2015, there is district money that was carried over into 2016 that we need to spend.

**STATISTICAL AND OTHER REPORTS (Erin Wincek):**

For the fourth month in a row, our circulation has risen! This is a big deal since we were on a downward trend. Our programs continue to increase. For April, we saw an 88% increase. Reference inquiries totaled 2,448 questions for an average of 81 questions a day.

**REPORT OF COMMITTEES:** None.

**PETITIONS AND COMMUNICATIONS:** Your packet is full of newspaper clippings! The article on the Blasco re-design by the Friends, Foundation and Library Board is included for your review. Please take a look at this great article. There are also two thank you cards for the Board from patrons expressing their gratitude for the extension of hours.

**BOARD DEVELOPMENT AND ACTIVITIES:**

**UNFINISHED BUSINESS:**

- 1) Update on Abby's Fund/Project for books for hospitals. Kathleen has not been able to find out about the Abby's Fund/Project. Once the new Outreach Manager starts, she will be able to look into this further. Chanel can reach out to Trevor to talk about ideas.
- 2) Joe will follow up with Doug Smith on the renewal of Elspeth and Mary.

**NEW BUSINESS:** None.

**The next Advisory Board meeting is June 16, 2016.**

**ADJOURNMENT:** The meeting adjourned at 12:40 p.m.