

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

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**THURSDAY, September 18, 2014  
Admiral Room, Blasco Memorial Library**

**CALL TO ORDER:**

Joe Mineo called the meeting to order at 12:01.

**MEMBERS PRESENT:**

Mary Frances Baugh, Jackie Breakstone, Kathleen Keys, Joe Mineo, Diane Papesch, Mary Scutella.

**MEMBERS ABSENT:**

William Garvey, Elspeth Koehle, Christine Matheis.

**OTHERS PRESENT:**

Library: Mary Rennie, Executive Director; Joan Duke, Main Library Coordinator; Tony Keck, District Consultant; Rebecca Long, Technology Coordinator; Patrice Berchtold, Executive Assistant.

**APPROVAL OF MINUTES:**

There was a correction to the minutes – Kathleen Keys was not present as shown on the minutes. Kathleen Keys made a motion to approve the minutes of the meeting of August 21, 2014. Mary Scutella seconded the motion. Minutes were approved by unanimous vote.

Joe Mineo introduced Mary Frances Baugh as our new board member. Welcome and thank you for serving. Christine Matheis has been appointed also, but was unable to attend today's meeting. Mary introduced Rebecca Long who started on September 8<sup>th</sup> as the new Technology Coordinator.

**HEARING OF CITIZENS:** None.

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

**FRIENDS OF THE LIBRARY UPDATE (Marcy Bencivenga):** None.

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

Mary stated that on line 53 temporary staff, we are overspent. This money is used for staff that we need to call in to work in order to remain open when staff call off. Bargaining and non-bargaining wages should be 66% spent, but we are below that so overall, we should be okay. Branch custodial services and maintenance and repair and utilities are over spent. These lines are areas that are out of our control.

Iroquois Branch was closed for just under two weeks due to sewer issues, and we had some costs related to that.

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

Mary's report shows the new prototype for the Library's new logo. The tag line can be changed. We are participating in Outside the Lines, which over 100 libraries across the country are participating in to promote the idea that libraries are new, different and exciting. The bookmobile is at Cleveland Brothers having the engine rebuilt. We do not know how long this will take. Mary met with County Administration about the 2015 budget. The Library's budget includes requests for additional positions and more money for per diem staff. The budget will be sent to County Council on October 1<sup>st</sup>, who will vote on the budget at their November 18<sup>th</sup> meeting. Mary is meeting with County Council today

to give them a preview of what we would like to do on the second floor. The Erie Regional Library Foundation Board met on September 3<sup>rd</sup> and they voted to support the development of a Request for Proposal (RFP) to seek architectural services for the second floor re-design.

**STATISTICAL AND OTHER REPORTS (Joan Duke):**

Digital downloads continue to increase. We offered 55% more programs in August than we did last year and we had 16% more attendees. Facebook likes continue to increase. Foot traffic also continues to increase which is more important than just books being checked out.

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

Tony stated that there is a district workshop on October 15<sup>th</sup> at Blasco for trustees and district libraries. All board members are welcome to attend and there is no cost. The workshop will focus on board development and will be held from 1-4 in the Hirt Auditorium. Michael Kumer is speaking.

**REPORT OF COMMITTEES:**

Nominations Committee will consist of Diane Papesch and Mary Scutella. They will present a slate of officers for the next board meeting.

**PETITIONS AND COMMUNICATIONS:**

There were several newspaper articles in your packet. Joe received a letter from PennDot, Dept. of Transportation regarding a study regarding the traffic on the Bayfront Parkway. The questions were discussed with the board and the survey was completed.

**BOARD DEVELOPMENT AND ACTIVITIES:**

See Report of Committees.

**UNFINISHED BUSINESS – Board Member continuation:**

Joe will contact Doug Smith regarding Kathleen Keys, whose first term expires December, 2014. She is interested in continuing.

**NEW BUSINESS: 2015 Closings**

The Library would like to close on Sunday, April 5<sup>th</sup> (Easter Sunday), Saturday, July 4<sup>th</sup>, Wed. November 25<sup>th</sup> at 5:00pm, Thursday, December 24<sup>th</sup> at 5:00pm, and Thursday, December 31<sup>st</sup> at 5:00pm. Jackie Breakstone made a motion to close the Library on the above dates. Kathleen Keys seconded the motion. Motion was approved by unanimous vote.

**The next Advisory Board meeting is October 16, 2014.**

**ADJOURNMENT:** The meeting adjourned at 12:51 p.m.