

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

**THURSDAY, February 19, 2015
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Joe Mineo called the meeting to order at 12:04.

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; Tony Keck, District Consultant; Erin Wincek, Blasco Coordinator; Patrice Berchtold, Executive Assistant. County Council: Edward DiMattio.

Patrice stated that Dr. Garvey called today to thank the Board for the card and said he is still interested in being on the Board and will hopefully make the next meeting.

APPROVAL OF MINUTES:

Kathleen Keys made a motion to approve the minutes of the meeting of December 18, 2014. 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 (Mary Rennie):

Marcy was unable to attend, but Mary Rennie stated that the Romance book sale will just ended and they did receive a lot of good publicity for this event.

REVIEW OF THE FINANCIAL REPORT (Mary Rennie):

Since the 2014 books are not closed, there is no financial report.

REPORT OF THE EXECUTIVE DIRECTOR (Mary Rennie):

Mary introduced Erin Wincek, the new Blasco Coordinator. Erin comes to us from the South Butler library and we are very grateful to have this position filled and with someone who brings a lot of good ideas to the library.

Mary talked about Sue Banks who met with the librarians about library services and all of the reports from this meeting have been very positive. We are going to focus on the three areas: 1) Collections, 2) Philosophy and standards of services and 3) Programming/partnerships. The other priorities for this year are the second floor redesign, marketing/communication, the user experience and collaboration with others. To make this happen, we have decided to do some manager restructuring to use the strengths of the managers to accomplish our goals. Effective this week, Sue Miceli is the Branch Manager, moving from Children's, Ev Wesman is moving from Branch Manager to Circulation Manager, Marcy Hall is moving from Outreach/Volunteer Manager to Adult Services Manager at Blasco and Erin McCracken is moving from Circulation Manager to Outreach/Volunteer Manager.

Effective April 1st we have another Manager position approved which will be a Manager of the second floor programming and Marcy will be taking this position. The vacancy will be the Children's/Youth Services Manager. We know there will be different types of services at the library with the new second floor idea. We will be looking at our volunteer program again to help with some simple programming. The Board asked if the volunteer program would include an intern program for the summer. We did participate in the Summer Jobs Program and we had three students last summer. The Youth Services is key because the demand is there for services for children and youth. We would like to re-imagine what we can provide.

The RFP's for the second floor re-design came back and four local architects and four others sent in proposals. We feel that we received so many proposals because of the great publicity this project could bring. We formed a committee to look at the proposals and they provided their top three candidates. We met with the Erie Regional Foundation and they suggested to have presentations by the committee's top three along with all of the local architects. These six presentations are scheduled for March 6th and 10th. The Foundation will give a recommendation to County Administration. Decisions need to be made as to how the money would be handled with the Foundation and County Council. Even though this is a county facility, it may be easiest to just have the Foundation pay for everything. Another meeting of the Foundation is scheduled for March 12th to bring in Sara Jane Lowry to meet with them, along with Kathy Dahlkemper about having a viable, sustainable Foundation. In between capital projects the Foundation has been dormant so we would like them to be doing fundraising on an ongoing basis. The Foundation also has no paid personnel which has created issues at times.

We are looking at options for the Millcreek branch library which is the last branch that has not been addressed according to the existing Library Strategic Plan. Discussion included the possibility of a free standing facility as well as a long term leased space.

Mary and several staff did a WQLN taping yesterday with Phil Fatica for his show.

STATISTICAL AND OTHER REPORTS (Erin Wincek):

Overall circulation was up 1% this January compared to January, 2014 and digitally, we keep increasing. Website usage from computers is down, however, usage through mobile devices is up significantly. Our social media presence continues to grow. Erin's goal is to increase our statistics and have our website mobile friendly. The library has developed a calendar of events which is on the web page.

REPORT OF THE DISTRICT CONSULTANT (Tony Keck):

We have received notification that the State Librarian has resigned. The deferred revenue that we need to spend is being done, however, there is another additional \$30,000 that we need to spend. The Governor's budget will be announced on March 3rd which we do not know the implications of. The mandated reporter laws have changed effective 1/1/15 and all county employees will not need three clearances every three years which will have financial implications.

REPORT OF COMMITTEES: None

PETITIONS AND COMMUNICATIONS:

There are several newspaper articles to review in your packet.

BOARD DEVELOPMENT AND ACTIVITIES:

UNFINISHED BUSINESS: None

NEW BUSINESS:

We should focus on the development of board committees.

The next Advisory Board meeting is March 19, 2015.

ADJOURNMENT: The meeting adjourned at 1:10 p.m.