

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

**THURSDAY, November 15, 2018
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Diane Papesch called the meeting to order at 12:10 p.m.

MEMBERS PRESENT:

Liz Allen, Julie Theiss-Boam, Heather Canfield, Felix Lohitai, Diane Papesch, Trevor Pearson, Devi Subedi.

MEMBERS ABSENT: William Conway, Mary Ann Tempestini.

OTHERS PRESENT:

Erin Wincek, Library Executive Director; Sheryl Thomas, Assistant Director; Marcia Wilking, District Consultant; Patrice Berchtold, Administrative Officer; Carol Gettinger, Friends of the Library.

Diane Papesch announced that Bill Conway was approved as a new board member appointed by Carl Anderson. Bill will begin attending in December.

APPROVAL OF MINUTES: September 20, 2018

Trevor Pearson made a motion to approve the minutes of the meeting of September 20, 2018. Heather Canfield seconded the motion. Minutes were approved by unanimous vote.

HEARING OF CITIZENS: None.

REPORT OF THE COUNTY COUNCIL LIAISON: None.

FRIENDS OF THE LIBRARY UPDATE (Carol Gettinger):

Carol reported that the Friend's recruited four new board members. The Mystery book sale netted \$3,900 which was the most they have ever made on a small book sale.

REVIEW OF THE FINANCIAL REPORT (Erin Wincek):

We have not received October's financial statement. We may not meet our local financial effort because of staff changes and having savings in wages and fringes. We may need to request a waiver from the state.

REPORT OF THE EXECUTIVE DIRECTOR (Erin Wincek):

Erie Arts & Culture – The Library received the Leadership Award from Erie Arts & Culture for the Idea Lab, teen space and local music project. MenajErie Studio put together a video for the award ceremony and it was shown to the board.

Idea Lab & Teen Space – We are finishing detailing the Idea Lab and will give the board a tour of the space and the teen space after the meeting. We will do an opening in January for teens.

Millcreek Branch- We will be adding new signage to the back and front of the Millcreek branch. We will have our logo on the building and add awnings.

2019 Budget – County Council approved the 2019 budget and added a tax increase.

Beehive Grant- The library has been awarded the Beehive grant for \$200,000 for the next three years to be part of the beehive network for Idea Lab equipment and staff. The Friends and Foundation both pledged \$20,000 for the next three years and Edinboro University has pledged \$80,000.

Staffing – Two branch managers started on November 13th. Kaitlyn Labrozzi is the new manager at Iroquois and John Euliano is at Millcreek. We also had two part-time library clerks start the same day.

Friends/Foundation – Both the Friends and the Foundation are doing a year end fundraising appeal effort. The Foundation will also be hosting a Trivia Night fundraising event on January 25, 2019: “Are You Smarter than a Librarian”. They will also be hosting a progressive dinner and a Highmark walk in the new year.

STATISTICAL AND OTHER REPORTS (Sheryl Thomas):

We are seeing a slight decrease in circulation, but digital downloads and Iroquois Branch saw increases. Program offerings have increased, though attendance was less in September as last year there was a large event during the same month. Some unique programs being offered are “Making the most of your Smartphone Camera”, “Learn to use a Green Screen”, “Podcasting Basics” and “Be a YouTuber.”

REPORT OF THE DISTRICT CONSULTANT (Marcia Wilking):

District Library Center News – The District Advisory Council meeting was held on October 24th. This meeting is held 3-4 times a year and this was the first meeting of the new fiscal year. It will be valuable to receive feedback on how things are going since adding the District programmer and shifting some other spending in the district budget.

State- Sue Banks from Carnegie Library of Pittsburgh is the new Director of the Bureau of Library Development.

SNOE- Marcia stated that discussions have started around Memorandums of Understanding to formalize a framework to share training and continuing education opportunities. The next meeting isn't until January, so this will be a slower process, but there are exciting possibilities to explore.

Turning Outward- The most recent update is that half of the team went to State College on September 27th and 28th. New techniques and tools were learned and we received approval from our mentor that holding community conversations at each of the branches will be valuable to this process. We are also exploring the possibility that while this process is a bit slow, it might need to slow down more to get more buy-in from staff as well as their support. There have been a lot of changes at ECPL in the last year, and we don't want this initiative to be another thing that overwhelms staff.

District News- Marcia has been working onsite with libraries regarding: weeding at smaller libraries, check-in meetings with smallest libraries, updating process of delivery in Crawford County, budget process with one library and two libraries with directors that have completed certification.

REPORT OF COMMITTEES:

PETITIONS AND COMMUNICATIONS:

There are multiple newspaper clippings and articles included the board packet.

BOARD DEVELOPMENT AND ACTIVITIES:

- a) Present Slate of Officers – The following slate of officers was presented to the board:
President: Julie Theiss-Boam
Vice President: Felix Lohitai, Trevor Pearson and Mary Ann Tempestini

UNFINISHED BUSINESS:

Two months ago, we approved the dates for board meetings for 2019. There is a conflict for May, as we are having a staff training day the same day as the approved board meeting. We would like to change the date to May 23, 2019. Trevor Pearson made a motion to change the May board meeting to May 23, 2019. Julie Theiss-Boam seconded the motion. The Motion was approved by unanimous vote.

NEW BUSINESS:

- a) Election of officers: Ballots were distributed and votes were counted:
President: Julie Theiss-Boam
Vice President: Felix Lohitai

Congratulations to our new officers!

The next Advisory Board meeting is December 20, 2018.

ADJOURNMENT: The meeting adjourned at 1:12p.m.