

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

**THURSDAY, September 20, 2018
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Diane Papesch called the meeting to order at 12:04 p.m.

MEMBERS PRESENT:

Julie Theiss-Boam, Heather Canfield, Felix Lohitai, Diane Papesch, Mary Ann Tempestini.

MEMBERS ABSENT: Liz Allen, Trevor Pearson, Devi Subedi.

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.

APPROVAL OF MINUTES: August 16, 2018

Mary Ann Tempestini made a motion to approve the minutes of the meeting of August 16, 2018. Devi Subedi 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 the next Friend's book drive is on Saturday, September 29th from 10-2 at the Holland Street side of the staff parking lot. They have Gannon student volunteers to help that day.

REVIEW OF THE FINANCIAL REPORT (Erin Wincek):

This year's budget continues to be on point. We submitted a budget for 2019 to the County Executive. At this point, the county's contribution is only about \$20,000 over last year's local financial effort, and is an accurate depiction of actual spending for next year. Last year our budget didn't meet local financial effort and we received a waiver from the state. We need to make sure we spend what we need to for state purposes for 2019. Marcia is meeting with a state representative to better understand the state budget. There will be a press conference on Friday, September 28th to announce the budget for the county.

REPORT OF THE EXECUTIVE DIRECTOR (Erin Wincek):

Phase I – Ventilation for the Idea Lab is on order for the space. Once purchased, additional equipment will be able to be in the space. Slat walls are in line to get painted and then they will be installed on the wall providing much-needed storage and display space.

Phase II - Teen Space – Construction of Phase II (new Teen Space) is underway and will not impact the public's use of the library during this time. The project should be completed by the end of 2018.

Iroquois Avenue Branch- The paving project for Iroquois parking lot came in at \$45,062 and will begin in October. This location will need to close for 1-3 days and staff will be relocated during this time.

Library Foundation – Sara Giammarise, the Foundation's new development director has begun working on behalf of the library. She is working on a Highmark Walk for the Foundation and will be looking to

have teams participate in the walk next year as a way to raise unrestricted funds. We hope the Advisory Board will create a team in support of this effort.

Employment Changes and Issues- Jean Vickey, a part-time library assistant who has worked for 17 years is retiring on October 31st. We will be posting for her position in October/November. We have received dozens of applicants for our branch manager positions and will begin by interviewing nine individuals. We will also begin interviewing for three half-time library clerk positions which are vacant.

ECGRA Grant- An opportunity to partner with the local colleges as a beehive network has come to our attention through the ECGRA grant. We could apply for up to \$250K in grant funds which would need to be matching. We have asked the Friends and the Foundation to match some of the funds. The application for this grant is due by September 27th.

Enchant the Library – We are pleased to welcome Erie’s wizarding community to a Harry Potter celebration at the library! Join us for an afternoon of magical activities on Saturday, September 29th from 1-4pm. Find out which Hogwarts House you should call home, make a wand in Ollivander’s Wand Workshop, attend Hogwarts classes and more!

Starting Line Competition – On October 1st from 2-3pm potential applicants can learn about the resources available for them. The Idea Lab boasts a Makerspace, a Media Lab and more that may help individuals with pre- or post-submission as they work to create a potential product/business/etc. We will host an open session for questions from 2:15-3pm to follow for anyone interested. Initial requirements include an up to 90 second video describing your idea. The awards are broken down into four categories: women, veterans, minorities and judge’s choice. There is an opportunity to receive up to an additional \$10,000 (total) in Grant Funding through Ben Franklin Technology Partners. Submissions will be accepted October 1-31, 2018.

STATISTICAL AND OTHER REPORTS (Sheryl Thomas):

Program attendance continues to increase. Attendance at five Youththeatre productions held in the H.O. Hirt Auditorium was 480. Digital downloads are also up 19% over August, 2017. In August, Outreach went to 12 community events with the highest attendance being 195 at Harborcreek School District new student orientation at Rolling Ridge Elementary. The bookmobile consists of two full-time clerks and soon to be hired half-time clerk. They make 32 individual stops and 16 stops per week. An average of 321 people visit the bookmobile each month. The bookmobile also attends community events and special programs.

REPORT OF THE DISTRICT CONSULTANT (Marcia Wilking):

District Library Center News – Abbi Texter, the new Educational Programmer for the District has started and has over 40 programs scheduled through November.

State- The hiring process was restarted for the new State Library Director. Marcia stated that a lot of applicants were received for the hiring of the Director of Bureau Development, but there is no update. There is a strong push to have Office of Commonwealth Libraries articulate their goals and vision for PA Libraries once the director has been hired.

Training opportunities- NW Chapter- October 27th- Safety for Patrons and Staff to be held at Blasco.

Strategic Planning/SNOE- The final report is being submitted from consultants and will be sent to the state. The final recommendation is: 1) A merger is not advised; it will not expand services or save money, however, they learned that they work very well together. 2) Further collaboration is possible and

will be explored to include sharing ebook collections, sharing district consultant expertise on a formalized basis and making a vision plan to work towards future goals.

Legislative Breakfast- The breakfast was attended by 8 Legislator offices, 15 library representatives from 9 of the 16 total libraries. Marcia distributed a copy of the packet which was given to Legislators. They hope to have the breakfast yearly and have a list of items to update/tweak for the future.

PLEC – The Public Libraries of Erie County agreement was revised to reflect everyone working together with changes to the standards of operation and circulation software. This agreement needs to be accepted by the Board.

REPORT OF COMMITTEES:

Diane Papesch appointed a nominating committee of Julie Boam and herself to prepare a slate of officers to be given to the board at the October board meeting. Diane will also contact County Council as we still need a representative from District 4 and Diane's second term will be expiring at the end of the year (District 6).

PETITIONS AND COMMUNICATIONS:

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

BOARD DEVELOPMENT AND ACTIVITIES:

Carol Gettinger attended a meeting for Friends and Foundation groups about advocacy for libraries in Cranberry, Pa.

Next year the Pennsylvania Library Association annual meeting will be held in Erie so we are starting to make plans for it already.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

A motion was made by Julie Boam to approve the PLEC (Public Libraries of Erie County) agreement as presented by Marcia Wilking. Heather Canfield seconded the motion. The Motion was approved by unanimous vote.

The next Advisory Board meeting is October 18, 2018.

ADJOURNMENT: The meeting adjourned at 12:55p.m.