

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

**THURSDAY, March 21, 2019
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Julie Boam called the meeting to order at 12:05 p.m.

MEMBERS PRESENT:

Liz Allen, Julie Theiss-Boam, Heather Canfield, William Conway, Martha Knuth,

MEMBERS ABSENT: Felix Lohitai, Trevor Pearson, Devi Subedi, Mary Ann Tempestini.

OTHERS PRESENT:

Sheryl Thomas, Assistant Director, Marcia Wilking, District Consultant; Deana Cooper, Business Office Manager; Carol Gettinger, President of the Friends, Diane Papesch, citizen

APPROVAL OF MINUTES: February 21, 2019

Heather Canfield made a motion to approve the minutes of the meeting of February 21, 2019. William Conway seconded the motion. Minutes were approved by unanimous vote.

HEARING OF CITIZENS: Diane Papesch attended the Romance Book Sale this year and was pleasantly surprised that titles other than romance were in the mix. She suggested renaming the February sale to increase attendance.

REPORT OF THE COUNTY COUNCIL LIAISON: None

FRIENDS OF THE LIBRARY UPDATE (Carol Gettinger):

April 13th the Friends will have their Collection Book drive from 10-2pm. The drive will be held at Blasco on Holland St. There will be a Cookbook Sale in May from 5/9-5/11/19 in the Admiral Room. The Book Sale will be held from June 9th-June 14th at McDowell Intermediate School. During the summer sale, the Friends will be raffling off a donated quilt. They are looking for help in fill out the County paperwork for a "chance to win" license. The Friends of the Library participated in the Library Trivia Night.

REVIEW OF THE FINANCIAL REPORT (Sheryl Thomas):

Sheryl reviewed the Financial Report ending February 28, 2019. She highlighted that a couple of budget lines show a questionably high percent in use such as periodicals and equipment maintenance. These percentages are due to annual renewals that generally occur during the beginning of the year.

REPORT OF THE EXECUTIVE DIRECTOR (Sheryl Thomas):

Construction/Renovation

- **Phase I** – Ventilation installation began in February. The ventilation crew is waiting for good weather to complete the ventilation that requires drilling through to the roof. With this installation, we will be able to use the laser cutter, sauder materials, along with the vacuum former. Staff will begin to train on the new equipment once the project is complete.
- **Phase II** –The Teen Space opened on Saturday, February 9th. . The space will be complete with the installation of window decals. These are on order and should be installed in the next few

weeks. Once installed, the Keystone Grant report will be finalized. A sample of the film was passed around and is also shown on the Teen Librarian office window.

Employment Changes and Issues

- We will be posting for a half-time clerk next week for Blasco. This position was originally posted as a half-time Bookmobile position but we've been unable to fill the position.
- A fulltime Makerspace Technician was approved for the Idea Lab and should post next week. This is a 3 year grant position being funded by ECGRA through the Beehive Grant. This position will offer expertise and one on one help to patrons. They will assist Jude Shingle, our Idea Lab Librarian to help grow the space and increase collaboration with the surrounding universities.

Other Updates

- **Branch Open Houses** – To celebrate Love Your Library Month, we hosted branch library open houses in February. Edinboro had the most turnout amongst the branches. Community Conversations using the Turning Outward method is being implemented to enhance programming based on what the Community wants. Getting community knowledge versus expert knowledge will help determine the community's wants and needs.
- **Trivia Night** – The Library Foundation hosted a fundraising event titled, "Are You Smarter than a Librarian?" This occurred on March 2nd at the Brewery in Union Station. The event was sold out and a great success. If event is held again, they will look into a different venue to provide more space.
- **Comic con-** Blasco library will again be hosting Comic con, Saturday, April 30th. There will be an Escape Room, Costume Contest and so much more. A Cos-prom will also occur on Friday, April 29th in the front lobby. The Teen Advisory Board (TAB) will be hosting that event.

STATISTICAL AND OTHER REPORTS (Sheryl Thomas):

Circulation checkouts are up 4% from February of 2018. All locations increased, but digital was most noticeable. Program attendance decreased a bit from last year, however, we now offer more one on one programming that plays a factor. With the hiring of 4 branch managers, branch programming is on the rise and should positively affect programming statistics in the future.

REPORT OF THE DISTRICT CONSULTANT (Marcia Wilking):

- **DLC-**
 - Budget discussions began this month and there looks to be no large changes. The budget will go to the State for approval in May. The talk of offering equitable delivery in Crawford has been tabled until next year. Databases need to be cleaned up and processes updated before we can implement any delivery changes.
 - Summer Library Challenge Workshop- This workshop will be held next Friday, March 29th and will include staff from all 16 libraries. They will share program ideas and collaborate for this year. State expectancies along with definition of questions will also be discussed.
- **State-** The State report for Erie is complete. In comparison to last year, we did not meet our Local Financial Effort, due to hiring freezes during the ECIS transfer along with wage and fringe savings due to retirements. On the flip side, we did meet the required 12% in Collection expenditures. Statistically, ILL usage shows an increase and now that statistics are being recorded more consistently across all locations, with branch managers, we should have a more accurate accounting going forward.
- **Conference Call with new Bureau of Library Development director Sue Banks-**
 - A meeting will be held next week with the new director of Library Development.

- **Advocacy**
 - **School Librarians-**There is a PA bill in the House that requires all public schools to have a certified librarian. Log on to everylibrary.org to sign the petition.
 - **IMLS-** Though the President signed the continued funding of IMLS, it is currently on the chopping block in Washington. Please spread the word and petition on www.everylibrary.org to keep the only funding libraries receive from the government.
 - **PA Forward-** Erie County has received 4 silver stars toward their Five Literacies in only 4 months. It's been proven that one's level of literacy directly affects their quality of life.

- **District News:**
 - Benson and Meadville are celebrating 115 and 140 years of service. Meadville will have an ice cream social on May 22nd celebrating this event.
 - Saegertown Area Library is hosting guest speakers throughout March for Read Across America Month.
 - Knitting and Crocheting at the library is growing! Corry, Stone, Linesville, Blasco along with some Erie branches all have programs. Plus, they count as "social programs" for the PA Forward Civil& Social Literacy.

REPORT OF COMMITTEES: none

PETITIONS AND COMMUNICATIONS:

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

BOARD DEVELOPMENT AND ACTIVITIES:

- **Training opportunities-** Through SNOE, the Ryan Dowd's online homeless training is available to over 350 libraries for 1 year. This training teaches empathy and offers tools in handling difficult patrons who think differently than others, Ryan will also be in Erie this month at the Erie City Mission. If anyone is interested in the online course, please contact Marcia.
- **Library Director-** The first round of interviews have begun for the position of Library Director.

UNFINISHED BUSINESS: None.

NEW BUSINESS:

The next Advisory Board meeting is April 18, 2019.

ADJOURNMENT: The meeting adjourned at 12:46p.m.