



Library Advisory Board Meeting  
Thursday, August 20<sup>th</sup>  
ZOOM  
12:00 pm

Allen  
Lohitai  
Pearson

Murphy  
Tempestini  
Knuth

Boam  
Conway  
DeHaven

Minutes

1. **Call to Order**
2. **Approval of Minutes – July 16, 2020**
3. **Library Reports**
  - a. Report of Director (attachments available in ShareFile)
  - b. Review of Financial Report
  - c. Statistical and Other Reports
  - d. Report of District Consultant
4. **Board and Committee Reports**
  - a. Report of County Council Liaison
  - b. Report of Friends and ERLF
5. **Adjournment**
6. **Appendix**
  - a. News Articles

## 1. Call to Order

The meeting was called to order at 12:04pm

Members present: Trevor, Mary Ann, Julie, Bill, Martha, Liz, Kara, Jim

Members absent: Felix

Others Present: Peg, Alyssa, Mary Rennie, Deana, Blane

## 2. Approval of Minutes – July 16, 2020

Minutes approved as written. Motion made by Trevor, second by Bill, all aye.

## 3. Library Reports

### a. Report of Director (attachments available in ShareFile)

- 2021 Budget Preparation (Board approval in September)  
Budget will be presented to the County Executive then approved by County Council. It is being put together now and will be presented to the board at the September meeting. Revenue is down and continues to decrease due to rental room closures and the reduction of patron fees. We are also currently preparing the Friends budget to be submitted by October.
- CARES Funding (CARES Itemized request 2020)  
Erie County was awarded \$24 million in funding. ECPL requested funds for Bookmobile, PPE for staff, safety items & equipment for locations.
- New District Library Consultant: Jessica Church (Church, Jessica – Resume.pdf)
- New Telework Policy (TeleworkPolicy.pdf)  
Erie County Gov will launch an official telework policy in mid-September.
- Strategic Planning--To be completed by Dec. 2020  
Strategic Planning will be completed by the end of the year, begins with community engagement.
- Federal Depository Library Program  
This program allows federal documents to become available to the public. ECPL is the only FDLP in Erie County. Within Northwestern PA, there are several others—Warren, New Castle, Allegheny, Slippery Rock, Thiel, and ECPL. Each of these FDLPs have existed in isolation. Blane requested the GPO to make a joint meeting to discuss the future operations. We want ECPL to retain our FDLP status, but are eager to improve its function in collaboration with other libraries.
- Career Link/Insurance Grant  
We are making a MOU with CareerLink to embed certain services directly into the library, a la the peer navigator initiative. May be an additional grant coming from Erie Insurance.
- Burleigh Legacy Alliance (MOU BLA-EC)  
BLA asked us to be the depository for the Johnny Johnson African American History in Erie County collection, which dates back to the 19<sup>th</sup> century. They need help in how to organize the collection and present to the public. We are together seeking grants for this undertaking.
- Community College Planning  
The Community College was approved! County Executive and County Council are screening for board members. We are considering how ECPL can play a role as resource for the new community college.
- IMLS Grant Proposal (Timeline for IMLS project proposal.xlsx / IMLS grant proposal draft.pdf)  
We are seeking federal dollars to partner with Dr. Li of Clarion University in studying makerspaces and STEM education. No match is required.
- E-Cards  
Launched last year which grant patrons remote access to many library databases. Schools are beginning to see the value, with 550 cards being distributed to McDowell High School. The ecards will facilitate remote learning. We'll see these numbers appear in the cards issued statistics.
- Advocacy (ErieCraw Letters.pdf / SNOE Public Libraries – Center Flyer...)

- Erie Life
- Programming: Poetry, Childrens, Co.Starters, Chalk Walk, etc.
- Minerva (STEMPKA Design Submission)

b. Review of Financial Report

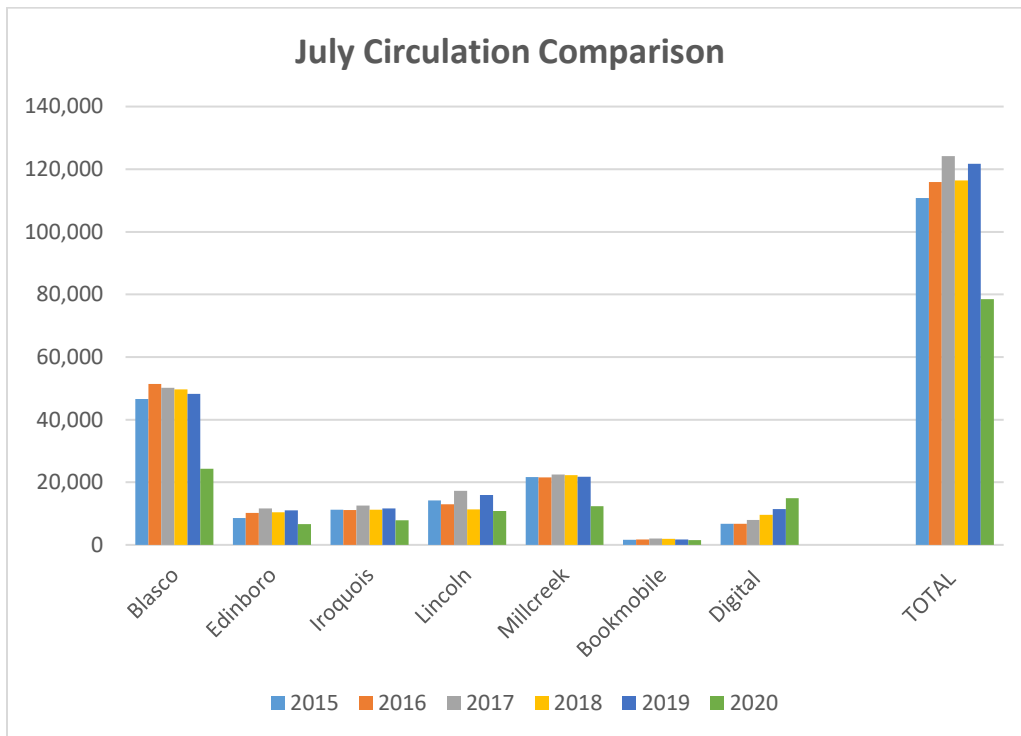
- July Financials

c. Statistical and Other Reports

July 2020 Statistics

**Numbers Snapshot**

- **78,479** overall check outs, down **36%**
- **14,952** digital check outs, up **23%**
- Limited Lobby Service started June 29<sup>th</sup>
- Full Library access started July 13<sup>th</sup>
- Reduced hold limitations in place through end of month.



	2015	2016	2017	2018	2019	2020
<b>Blasco</b>	46,639	51,440	50,219	49,660	48,218	24,347
<b>Edinboro</b>	8,587	10,196	11,690	10,442	10,981	6,666
<b>Iroquois</b>	11,246	11,164	12,530	11,216	11,659	7,837
<b>Lincoln</b>	14,239	12,982	17,268	11,327	15,887	10,840
<b>Millcreek</b>	21,704	21,590	22,475	22,268	21,797	12,360
<b>Bookmobile</b>	1,619	1,754	204	1,976	1,713	1,477
<b>Digital</b>	6,765	6,721	8,010	9,562	11,481	14,952
<b>TOTAL</b>	<b>110,799</b>	<b>115,847</b>	<b>124,206</b>	<b>116,451</b>	<b>121,736</b>	<b>78,479</b>

d. Report of District Consultant

**4. Board and Committee Reports**

- a. Report of County Council Liaison
- b. Report of Friends and ERLF

**5. Adjournment**

**6. Appendix**

- a. News Articles