



# Library Advisory Board Meeting

Thursday, January 16<sup>th</sup>  
Admiral Room, Blasco Library  
12:00 pm

## Meeting Minutes—DRAFT

### 1. Call to Order

The meeting was called to order at 12:04pm.

Members present: Liz Allen, Kristin Bowers (via teleconferencing), Felix Lohitai (arrived 12:10pm) William Conway, Trevor Pearson, Martha Knuth.

Others Present: Blane Dessy (ECPL Executive Director), Sheryl Thomas (ECPL Assistant Director), Marcia Wilking (District Consultant), Alyssa Johnson (ECPL Administrative Officer II), Deana Cooper (ECPL Executive Secretary/Office Manager), Anitra Gates (ECPL Technical Services Manager) Peg Shenefelt (President, Friends of ECPL), Beth Zimmer (President, ERLF), Mary Rennie (County Council Liaison)

### 2. Approval of Minutes –December 19, 2019

Minutes are approved as written, sent in advance electronically. Bill commented on the Hospital Access points discussion from the December meeting, noting that an additional concern for placing library materials in hospitals would be infection control.

### 3. Library Reports

#### a. Review of Financial Report

There was no available financial report at the time of the meeting due to delays in year-end closing. This happens each January and does not indicate any issues with the 2019 budget closing.

Deana did comment on the library being expected to meet its Local Financial Effort in 2019 based on her calculations. This was an especially important year as the library was issued waivers for the 2 prior years and would not be eligible to receive an additional waiver if the LFE was not met in 2019.

Blane reviewed the difference between Calendar Year and Fiscal Year in answer to board questions on the District and County budget.

#### b. Statistical and Other Reports

Sheryl presented the 2019 year-end statistics report.

Circulation: Lincoln, Bookmobile, and especially Digital circulation has increased over last year, but overall 2019 was .6% down from 2018.

Programming: Edinboro, Iroquois, Lincoln, and Millcreek all had increased programming over the prior year, Sheryl noted that 2019 was the first year for having Branch Managers in place.

Blasco program offerings fell by 77 programs from the prior year, and program attendance was down 27% (largely due to lack of major crowd events like Harry Potter). Liz Allen commented on the increased digital trend and the publisher market. Discussion ensued regarding the unfair pricing practices by Macmillan and similar digital content publishers. Sheryl explained that ECPL has not been purchasing from these publishers as their restrictions are too great a burden.

Mary Rennie asked about a federal Anti-Trust investigation on the publishers involved. Marcia divulged that there has been a call for an investigation, but has not occurred yet. Many entities have signed the Urban Library Council's petition, including Kathy Dahlkemper on behalf of Erie County libraries.

#### c. Report of District Consultant

Marcia discussed the District Consultant report from the agenda, noting that the bold item under state news is regarding the same Digital Content lending practices just discussed, and addressed the link to PaLA petition. All are invited to sign.

Blane asked Marcia to clarify what our district is, and the role of the district consultant, and Blasco's role as the District Library Center.

#### d. Collection Development Report

Anitra Gates presented the 2019 Collection Development report to give the board further insight on the Collection Development policy which is being presented for approval.

The first point made is that Physical collection items are the most preferred format, composing 64% of the circulated items. ECPL circulates more adult items than children's, and the most circulated item is actually our wi-fi hotspot unit.

Preview of 2020: Anitra continued the digital lending discussion by explaining the payment model for our digital platforms. She noted that in updating our non-fiction collection, this year our team will address Medical and Folklore/Fairy tales to align with the theme of this year's Summer Library Challenge.

The proposed change to the Collection Development Policy is a line specifying the need for a diverse and representative collection. To this end, we are piloting a Diversity Audit in our Teen section.

Anitra demonstrated the new RFID Inventory Wand and how it will help our library conduct inventory. For some sections, the upcoming inventory will be the first one completed.

### 4. Board and Committee Reports

No reports from the board or committees, updates were provided from the Friends and ERLF.

### 5. Unfinished Business

#### a. Vote on Collection Development Policy

The board was presented with the policy at the previous meeting. Anitra reviewed the addition of the paragraph on Diversity, noting that it will help our patrons learn for themselves about others. She also walked the board through the process of Reconsideration. Marcia stated that the two most common reasons for requesting reconsideration of a library material are language content, and Pro-LGBTQ+ characters.

## 6. New Business

### a. July 4<sup>th</sup> Closure

Erie County Government observes holidays on the preceding Friday when they naturally occur on a Saturday (granting the holiday to 5 day/weekday operating departments). In 2020, July 4<sup>th</sup> falls on a Saturday. The holiday will be observed by the County on Friday, July 3<sup>rd</sup>. The library is asking for board approval to also be closed on Saturday, July 4<sup>th</sup>. County approval already granted. Bill motioned to approve, Felix seconded. All Aye.

### b. Elect Vice President (Heather Canfield replacement)

Trevor asked for any volunteers to take the office of Vice President. Having no volunteers, Trevor nominated Kristin. She declined. Proposed to table the election until February Meeting, Martha motioned, Felix seconded, all aye.

### c. Draft Staff Report on Friends/ Foundation Merger

Two adult services librarians conducted a research project on the topic of merging Friends and Foundation groups, following the suggestion by Jim Dible at the joint boards meeting in November. Blane reiterated that this is only a preliminary-potential discussion, and that the library wanted to share research findings but does not take a position in the matter. ECPL respects and thanks the two organizations for all they do in supporting our library.

## 7. Adjournment

Bill motioned to adjourn at 1:05pm, seconded by Martha. All aye.