



# Library Advisory Board Meeting

Thursday, September 17<sup>th</sup>  
Community Room, IRQ Library/ ZOOM  
12:00 pm

## MINUTES

### 1. Call to Order

The meeting was called to order at 12:03pm. Meeting was recorded via ZOOM.

Members Present: Trevor Pearson, Bill Conway, Mary Ann Tempestini,

Members Virtual: Martha Knuth, Julie Boam, Liz Allen, Jim DeHaven, Felix Lohitai

Members Absent: Kara Murphy

Others Present: Blane Dessy, Alyssa Johnson, Deana Cooper (virtual), Marcus Yuille, Jessica Church, Peg Shenefelt (virtual)

### 2. Approval of Minutes – August 20<sup>th</sup>, 2020

Bill motioned to approve, Mary Ann seconded, all aye.

### 3. Library Reports

#### a. Report of Director

District Consultant: Introduction of new District Consultant, Jessica Church.

2021 Budget: Blane discussed the forthcoming 2021 budget year. Libraries are in danger of receiving less than regular funding, with the PA General Assembly only approving 5/12ths of the year’s budget thus far. If the remaining 7/12ths are not approved, ECPL alone faces a \$800,000 reduction. “It would be devastating.” A breakdown of scenarios was distributed showing options for cuts that would be enacted should ECPL not receive the full funding. Blane share that he, along with district consultant Jessica Church and members of the Board/ Friends/ Foundation have undertaken in-person advocacy efforts to our local legislators (Laughlin and Sonney). ECPL has participated in written advocacy efforts with our larger SNOE library region. He asked that all members of the board advocate for full library funding by calling their legislators on 9/21—“advocacy day”.

Community College: Blane shared a draft proposal for ECPL’s role in the forthcoming Erie County Community College. He and councilwoman Mary Rennie have been strongly considering what role the county’s library shall play in supporting the newly approved Community College.

IMLS Grant with Clarion University: A grant proposal is being drafted with Dr. Li of Clarion University (local MLIS granting university) which explores makerspaces and STEM education in public libraries of northwest Pennsylvania. The proposal will be developed by November with a full grant application due in January.

Friends Budget: ECPL will soon submit their budget proposal for Friends funding; the friends meet at the end of September and will vote on the budget in October. Friends funding supports *all* library programming—that money does not come from the state or local aid.

Erie County Resolution: Erie County Council declared racism a public health crisis by approving [Resolution #43, 2020](#). In support of the resolution, County administration asked all departments to work on a review and enact equitable practices. Marcus Yuille (Outreach Services Manager) is charged with leading a Diversity Committee to discover ways that ECPL can improve. Marcus shared that he's nominated a 12-person committee comprising all levels of staff to be a part of this effort, and current board members Trevor Pearson and Martha Knuth. All locations and collections will be assessed, with a report due to County administration in January 2021. Trevor accepted, Martha accepted with the caveat that she may only participate virtually due to prolonged out-of-state travel. Blane remarked that this will be a very large undertaking as we examine every facet of ECPL operations.

Staff Training Day: the annual fall staff training day is held on Monday, October 12<sup>th</sup>. All libraries will be closed. Board members are invited to attend virtual speakers.

NEH Heritage Grant: ECPL received a grant from National Endowment for the Humanities to allow an assessment of the Heritage Room. The grant will fund an expert assessment of our collection and inform best practices for the future of the Heritage Room, including our many items in the vault.

#### b. [Review of Financial Report \(uploaded to ShareFile\)](#)

Deana Cooper (Business Office Manager) reviewed the Monthly Budget report. Items of note include: total revenue down 46% and a 7.2% savings in wages and fringes. ECPL has presented the preliminary requests for 2021, knowing that it will be a lean year. We requested 2 new items: funding of acquisitions for the new bookmobile, an additional branch floater position. Sum total of increase is 1.6% (with revenue loss it's roughly 3% increase). Trevor motioned to approve, Bill seconded. All aye.

#### c. [Statistical and Other Reports](#)

Deana also reviewed the statistical reports, noting that though our overall checkouts were down 21% to LY, August was the first full month that ECPL was reopen in 2020. July was a partial month

#### d. [Report of District Consultant](#)

Jessica Church (District Consultant) introduced herself and provided a recap of her work thus far. Additional insight provided on Advocacy Day and presentation of scripts for contacting legislators.

### 4. [Board and Committee Reports](#)

#### a. [Report of County Council Liaison](#)

#### b. [Report of Friends and ERLF](#)

Friends: Peg Shenefelt stated that the Friends have been working hard all summer, and that their income is down due to the cancellation of the large book sale over the summer. At the Bayfront Bookshelf, they have begun selling \$3 Blind Bags of books and \$10 library-print face masks. The Drive Thru Book drive is happening this Saturday to collect donated book materials in preparation for the next sales. The Mystery & Fiction booksale is schedule for October 15-17.

## 5. Unfinished Business

### a. Adopt proposed bylaws addition of item below to Article V, Section A

“The Board shall meet at the various library locations and/or virtually on a rotating schedule in conjunction with the meeting dates. If a facility is not available (i.e. construction/ fire/ severe weather) the board may meet at another location as determined by the board. The board shall attempt to meet at each library in a calendar year at least once but do so on a rotational basis.

- January- Millcreek Branch
- February- Edinboro Branch
- March- Blasco
- April- Iroquois Branch
- May- Lincoln Branch
- June- Blasco
- July- Edinboro Branch
- August- Millcreek Branch
- September- Iroquois Branch
- October- Blasco
- November- Lincoln Branch
- December- Iroquois Branch”

Mary Ann motioned to approve, Bill seconded, all aye.

## 6. New Business

### a. Adopt 2021 Meeting Calendar

Board motioned to continue meeting the third Thursday of each month at 12pm, on the newly enacted location rotation as presented above.

### b. President to appoint nominating committee

President appointed Bill and Mary Ann to prepare the slate of officers.

## 7. Adjournment

Bill motioned to adjourn at 12:56pm. Trevor seconded.