



Library Advisory Board Meeting

Thursday, August 19

ZOOM: 983 3133 2641 | Passcode: 821018

12:00 pm

Allen
Rosenthal
Pearson

Murphy
Tempestini
Knuth

Boam
Conway
Aoh

AGENDA

1. ***Call to Order***
2. ***Approval of Minutes – July 15, 2021***
3. ***Library Reports***
 - a. Report of Acting Director
 - 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. ***Unfinished Business***
6. ***New Business***
7. ***Adjournment***
8. ***Appendix***
 - a. News Articles

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 - a. Report of Acting Director
 - b. Review of Financial Report
 - c. Statistical and Other Reports

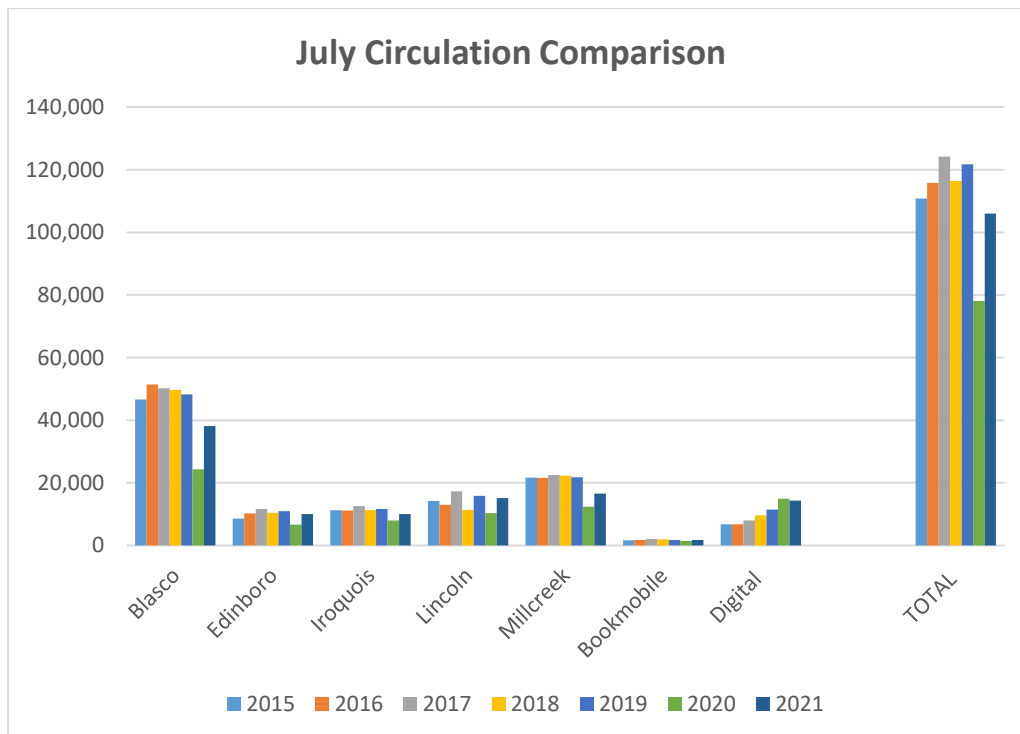


July 2021 Statistics

Numbers Snapshot

- **575,299** YTD check outs, including **102,246** digital (Overdrive and hoopla)
 - Down **23%** from January-July 2019 at **751,232**
- **430** library cards issued, up **10%** over last month
- **29,248** visits, up **14%** over last month

Circulation



	2015	2016	2017	2018	2019	2020	2021
Blasco	46,639	51,440	50,219	49,660	48,218	24,347	38,118
Edinboro	8,587	10,196	11,690	10,442	10,981	6,594	10,060
Iroquois	11,246	11,164	12,530	11,216	11,659	7,981	9,991
Lincoln	14,239	12,982	17,268	11,327	15,887	10,373	15,155
Millcreek	21,704	21,590	22,475	22,268	21,797	12,360	16,550
Bookmobile	1,619	1,754	2,014	1,976	1,713	1,477	1,738
Digital	6,765	6,721	8,010	9,562	11,481	14,952	14,340
TOTAL	110,799	115,847	124,206	116,451	121,736	78,084	105,952

d. Report of District Consultant

Public Libraries of Erie County (PLEC): ECPL & Independent Public Libraries in Erie County

Directors met Wednesday, August 18 to discuss the Standards of Operations (standards by which libraries cooperate and offer patron services), Polaris training (circulation software), and other topics related to county coordination.

County Coordination Aid (CCA): As of August 17, no update from the Office of Commonwealth Libraries on submitting plans and request for 2022 aid.

Keystone Grants

This building and facilities grant application period has opened, with applications due by October 29. District libraries are encouraged to reach out to the district consultant throughout their application process prior to submitting their final draft to the district consultant at least two weeks before the deadline.

CARES Funding

Erie and Crawford Counties will be wrapped up with spending district CARES funds prior to the September 1 deadline. These funds were used to expand OverDrive collections in both counties, which the e-books and audiobooks are available to patrons in both counties thanks to the reciprocal lending agreement.

4. Board and Committee Reports

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

5. Unfinished Business

none

6. New Business

- a. Select date/location of next in-person meeting (Sheryl/Trevor have survey data)
- b. Advise 2022 budget requests (Deana, Sheryl)
- c. Approve 2022 Library Holidays

Library employees will observe the following County Holidays (Black) and Library adjusted hours of operation (Blue).

<u>EVENT</u>	<u>DATE CELEBRATED IN 2022</u>
NEW YEAR'S DAY	Friday, December 31, 2021
NEW YEAR'S DAY	Saturday, January 1, 2022
MARTIN LUTHER KING DAY	Monday, January 17
PRESIDENT'S DAY	Monday, February 21
GOOD FRIDAY	Friday, April 15
EASTER SUNDAY	Sunday, April 17
STAFF TRAINING DAY (Open 1-5pm)	Thursday, May 12
MEMORIAL DAY	Monday, May 30
FLAG DAY (Library OPEN)	Tuesday, June 14
INDEPENDENCE DAY	Monday, July 4
LABOR DAY	Monday, September 5
STAFF TRAINING DAY (Library closed)	Monday, October 10
VETERAN'S DAY	Friday, November 11
THANKSGIVING EVE (Close @ 5pm)	Wednesday, November 23
THANKSGIVING DAY	Thursday, November 24
DAY AFTER THANKSGIVING DAY	Friday, November 25
CHRISTMAS EVE	Friday, December 23
CHRISTMAS DAY	Monday, December 26
EMPLOYEE BIRTHDAY	Floating holiday; must be used 14 days before or after birthday

- d. Approve new policy for library holidays/closures

Erie County Public Library
Policy Manual

SECTION:

NUMBER:

REVIEWED:

UPDATED:

EFFECTIVE DATE:

PAGE:

584
XXXXXX
XXXXXX
XXXXXX
1 of 1

All ECPL locations will adhere to the County’s published holiday schedule with the following exceptions:

- Flag Day observance shall follow AFSCME Clerical/Technical and Professional contracts for all bargaining staff. Non-bargaining will observe Flag Day on its county observance, except for those required to maintain minimum library operations.
- Where a holiday falls on a weekend but is observed on a preceding Friday or succeeding Monday, the library will be closed on both the observed holiday and the actual holiday occurrence.
- When offering Sunday service, the library will close for Easter Sunday.
- When not closed for the holiday’s observance, the library will close at 5pm on the day before the actual occurrence of Thanksgiving, Christmas, and New Year.

Additionally, the library will close to the public twice annually to conduct state-required staff training. This shall occur on one half day in May, typically the second Thursday, and one full day in October, typically the second Monday.

All library-specific changes to the County’s published holiday schedule will be presented to the Library Advisory Board and approved by County Administration before being officially adopted.

Public notification for all holidays shall include signs posted at all library locations and announcements on the library’s digital assets.

7. Adjournment

8. Appendix

a. News Articles

MEDIA RELEASE

ERIE COUNTY PUBLIC LIBRARY



FOR IMMEDIATE RELEASE: August 4, 2021

CONTACT:

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814-451-6918

Erie County Public Library seeks entrepreneurs for CO.STARTERS cohort

Erie, PA – Erie County Public Library’s Idea Lab will commence its fall session of CO.STARTERS Core program on Tuesday, August 17.

The CO.STARTERS Core program is an intensive 10-session business exploration course where students are led through exercises to build their businesses from scratch. Each week, local community experts will answer questions and give advice in areas such as accounting, law, marketing and customer development. At the end of the cohort, each student will have a solid plan to start his or her business. Fee for this program is \$125; scholarships may be available to those with demonstrated need.

“CO.STARTERS is great for those who have an idea and need to develop it more,” said Rachel Stevenson, adult services librarian at the Raymond M. Blasco MD Memorial Library Idea Lab. “With a small cohort we are able to guide you step-by-step through the process of starting a business.”

This cohort, along with other CO.STARTERS programs emphasize the Idea Lab’s focus on supporting entrepreneurship and small businesses. As a partner of the NWPA Innovation Beehive Network, the Idea Lab is uniquely positioned to provide guidance and services for both early stage and hopeful entrepreneurs in Erie County.

Registration is required. Find more at <https://erielibrary.org/resources/idealab/co-starters/>

Those interested in starting their own business, but not ready to commit to the full Core program, may participate in the “Get Started” event—a 3-hour crash course in learning how to move from idea to business. Register for the August 18 event at: <https://erielibrary.org/resources/idealab/co-starters/>

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COVID-19 memorial book to visit library branches - Journal, The (Corry, PA) - July 29, 2021

July 29, 2021 | Journal, The (Corry, PA) | Staff Writer

Erie — The Erie County Public Library is bringing the county's COVID-19 Book of Remembrance to each of the four library branches and Bookmobile. This memorial book is a companion to the temporary COVID-19 Memorial located at Blasco Library.

Since the memorial's dedication on April 23, the book has been housed in the entrance of Blasco Library and open for all to make their dedication. In an effort to garner the input of all Erie County, the library will send the book to rotating branch locations.

All members of the public are invited to share memories of their loved ones. Individuals unable to visit a location in person can share memories digitally at eriecountypa.gov.

Memorials collected online are transcribed into the Book of Remembrance by library staff.

From July 19-29 the book will be housed at the Edinboro Branch Library, 413 W. Plum St.; from Aug. 2-12 at the **Millcreek Branch Library**; from Aug. 16-26 at Iroquois Avenue Branch Library; and from Aug. 30- Sept. 9 on the Bookmobile as it makes regular routes throughout the county.

More information about the memorial book and display can be found at eriecountypa.gov.

CITATION (MLA STYLE)

Writer, Staff. "COVID-19 memorial book to visit library branches." *Journal, The (Corry, PA)*, sec. Hometown, 29 July 2021. *NewsBank: America's News*, infoweb.newsbank.com/apps/news/document-view?p=NewsBank&docref=news/1841025F56E914F0. Accessed 30 July 2021.

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Abuzz with business - Cooperative NWPA Innovation Beehive Network guides, grows Erie entrepreneurs

July 30, 2021 | Erie Times-News (PA)

Author/Byline: Jim Martin; Erie Times-News | Page: A1 | Section: News

837 Words | Readability: Lexile: 1480, grade level(s): >12

Read News DocumentReadSpeaker webReader: Read News DocumentFocus

"Our students gain valuable skills in networking as they interact with clients in a professional setting to provide clients with actionable intelligence."

Brian Fuller

Beehive director for Mercyhurst

Scott Hitz has learned this summer that launching a new business isn't easy. The process can be filled with paperwork, regulations and countless other challenges.

Hitz, owner of Your Sailing Adventure, which invites customers to combine sailing with visits to local restaurants and attractions, said he's found help with many of those challenges by turning to the Northwest Pennsylvania Innovation Beehive Network.

Started in 2014, the Beehive is a cooperative effort between Edinboro University, Penn State Behrend, Gannon University, Mercyhurst University and the Erie County Public Library.

The library and local universities provide a range of services, including marketing, business intelligence, prototype development and business consulting to entrepreneurs and early-stage businesses.

The services — all of them free — are provided by students who are paid through a grant program under the direction of faculty members.

Some of the successes of the Beehive over the last seven years were detailed Thursday afternoon when Mercyhurst University hosted the annual Beehive celebration, giving guests a look inside its new Innovation Entente Lab.

The lab, funded by a grant from the Erie County Gaming Revenue Authority, provides Mercyhurst students and faculty space to work with clients to develop marketing strategies and analyze business intelligence data and potential funding opportunities.

"Our students gain valuable skills in networking as they interact with clients in a professional setting to provide clients with actionable intelligence," Brian Fuller, the Beehive director for Mercyhurst, said in a statement.

Hitz said he got help with marketing, coding and the development of a business plan from Beehive units at Gannon, Mercyhurst and Edinboro.

"They were wonderful," he said. "I couldn't have asked for more."

Fuller said member schools are working well together and are quick to refer entrepreneurs to one another.

And they are finding plenty of clients.

"In the spring, we did 23 projects for 20 clients," Fuller said. "Right now we have 18 clients in the hopper ready to go for the fall semester. We are never without."

The network also provides students the experience of solving problems for clients.

"Some students might leave with their names on a patent. That is very hard to match," said Jacob Marsh, industrial relations coordinator for Penn State Behrend. More than a dozen Behrend students have been credited on patents since the Beehive was launched, he said.

Amy Bridger, senior director of corporate strategy and external engagement at Behrend, thinks the Beehive had something to celebrate as member organizations gathered Thursday with some of the businesses they have helped.

Behrend alone has been involved with about 160 projects to date, Marsh said, adding that altogether the Beehive has taken on more than 400 projects.

"The Beehive has been highly successful," Bridger said. "It started with a vision of all four schools working together. I think it has come together better than we ever expected."

Beehive successes

Some of the Beehive stories highlighted Thursday include:

The work Edinboro University's Center for Branding & Strategic Communication has done with Edinboro graduates Hunter Klobucar and Tyler Waltenbaugh, co-founders of Fish Gods LLC. The company created the Clean Earth Bag, a reusable container bag made for outdoor enthusiasts to collect garbage.

Gannon University's Beehive operation, the Center for Business Ingenuity, which provides business consulting and case-management service for entrepreneurs, will feature a half dozen of its key clients, including Karen Thomas, owner of Pineapple Eddie Southern Bistro.

Student-workers and staff from Penn State Behrend's Innovation Commons, a product design and rapid prototyping center, will showcase design projects that have led to market-ready products and patents.

The Blasco Library's Idea Lab, an adult maker space that offers free access to equipment and classes, helped Amelia Rigelman launch a new business venture. After experimenting with 3D modeling, she began designing 3D cookie cutters that imitated customers' photographs.

Like Bridger and Marsh, Fuller said members of the Beehive network don't see their work as a competition.

"We have actually been working really well together and serving our clients," said Fuller, who is also director of operations for the Ridge College at Mercyhurst. "You could never tell we are from rival universities."

Fuller said he's heard interest from outside the area in duplicating the local Beehive effort.

He's not surprised.

"This is probably one of the most useful things you will find at a university level

anywhere," Fuller said. "It has exceeded my expectations."

Contact Jim Martin at 814-870-1668 or jmartin@timesnews.com. Follow him on Twitter @ETNMartin.

Caption:

Boater and businessman Scott Hitz, foreground, center, has benefited from the Northwest Pennsylvania Innovation Beehive Network, a group of business and entrepreneurship experts from four local universities and the Erie County Library system that provides help for startups in the Erie region. Hitz is the owner of Your Sailing Adventure, taking clients on sailing trips on his 32-foot-long Beneteau sailboat, background.

CHRISTOPHER MILLETTE/ERIE TIMES-NEWS

When you donate on  day

ERIE COUNTY **PUBLIC LIBRARY** gets:

 IDEA LAB EQUIPMENT, CO.STARTERS

Big ideas start small.

NEW BUILDINGS

SPEAKERS, PERFORMERS

PROGRAM SUPPLIES

Donate to:
Erie Regional Library Foundation
Friends of Erie County Library