Erie County Public Library
Library Advisory Board Meeting

Thursday, July 18, 2019 – 12:00pm

Blasco Memorial Library – Admiral Meeting Room

AGENDA

1. Call to Order
2. Roll Call
3. Approval of Minutes –June 20, 2019
4. Hearing of Citizens
5. Report of County Council Liaison
6. Friends of the Library Update
7. Review of Financial Report
8. Report of Executive Director
9. Statistical and Other Reports
10. Report of District Consultant
11. Report of Committees
    a. Board Committees
    b. Staff Presentations—Sheryl Thomas
12. Petitions and Communications
13. Board Development and Activities
14. Unfinished Business
15. New Business
16. Adjournment

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

THURSDAY, June 20, 2019
Admiral Room, Blasco Memorial Library

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CALL TO ORDER:
Julie Boam called the meeting to order at 12:02 p.m. NO QUORUM

MEMBERS PRESENT:
Liz Allen, Julie Boam, William Conway, Mary Ann Tempestini

MEMBERS ABSENT: Felix Lohitai, Devi Subedi Heather Canfield, Trevor Pearson, Martha Knuth

OTHERS PRESENT:
Blane Dessy (Library Director), Sheryl Thomas (Assistant Director), Alyssa Johnson (Administrative Officer II); Carol Gettinger (President of the Friends), Jude Shingle (ECPL Idea Lab Manager), Patrick Moran (ECPL Idea Lab Makerspace Technician).

APPROVAL OF MINUTES: May 23, 2019
NO QUORUM. Minutes will be approved via electronic vote.

HEARING OF CITIZENS: None

REPORT OF THE COUNTY COUNCIL LIAISON: None

FRIENDS OF THE LIBRARY UPDATE (Carol Gettinger):
The Friends shared that they enjoyed a very successful and busy Great American Book Sale, which ran June 9-14. She expressed that the group is happy with the renewed location at McDowell Intermediate High School. While official counts are still being tallied, they estimate that around $43,000 was raised through this year's event. Julie Boam remarked that the sale helps to put the books "back in the hands of people" and keep them out of waste. Carol shared that several book dealers have even attended from Cleveland and Buffalo, resulting in larger dollar amount sales. At the conclusion of the sale, an ad is placed on Craigslist for individuals to collect the remaining items. The Friends start with a Zero balance at the beginning of each sale year. This year, around 70,000 items were offered through the sale. Julie expressed the Library Advisory Board's gratitude to the Friends group for hosting this fundraiser.

REVIEW OF THE FINANCIAL REPORT (Blane Dessy):
Blane reviewed the budget, noting that all spending is basically on target with no "red flags" to report. "We are where we're supposed to be" and that the staff is doing a good job of managing the Library's funds.

REPORT OF THE EXECUTIVE DIRECTOR (Blane Dessy):

Blane called attention to several initiatives in place:

- ICE HOUSE project- Kaitlyn Labrozzi (Iroquois Branch Manager) was involved with an ICE HOUSE project that is now moving toward implementation. The project will place social workers in the library to assist our patrons in crisis.
- ECPL is soft-launching the e-card 6/21, and is hosting a public press event on July 10th. Blane noted that the e-card launch is a "real leap forward" for the library. More information will follow regarding the event.
- Newspaper Digitization: Heritage Room has been researching the cost of digitizing the Newspapers contained in the heritage room collection. Our current digitization ends in 1995. The original plan was to digitize Erie Times News (and its earlier iterations), but County Council advised that the entire ~26 newspaper collection of the Heritage Room be rolled into this effort. Our team is researching the revised cost of this undertaking, and wishes to collaborate with the Erie Regional Library Foundation to launch fundraising efforts. Liz Allen remarked on the usefulness of the digitization efforts, and how fortunate the Erie community is to have this resource.
- Blasco Master Plan- Bostwick sent a revised proposal for their work on phases III and IV of the Master Plan. The initial proposal was high and the firm was asked to sharpen their pencils. The proposal is now in review at the county solicitor's office. It was noted that plans III and IV will require significant fundraising to complete. Blane suggested that we have a short period of time for doing updating to the master plan—as the plan was last reviewed in 2016, we want ensure it still reflects the best interests of our library.
- Bookmobile Study: Sheryl is continuing work on the Bookmobile Study, to be completed in July. The study hopes to reveal the future of *the bookmobile* and to replace the vehicle itself while re-envisioning the service. Blane shared that he intends to use the financial information from this report to request a new bookmobile for the 2020 budget.
- Collections Data: Anitra Gates (Tech Services Manager) has been investigating our available data to determine the overall health of our collection. Blane has instructed the team to begin using the collections data to inform the future decisions on acquisitions budget. One specific area of concern is our Science and Technology genres, as these areas become outdated much faster than other genres. Data backed decisions with acquisitions spending will help keep our collection up to date.
- Beehive: Met with Edinboro and Behrend teams already. EUP has accepted ECPL as a client under their *Strategic Branding* purview.
- Innovation Collaborative: Blane was approached by Beth Zimmer of the Innovation Collaborative about taking over 3 of their current programs: Collegiate Innovation, Co-Starters, and Entrepreneur Leadership Training. Blane will follow-up with Beth on Friday June 21st to gain more information about program financials, workload, and staff requirements before determining our involvement.
- Met twice with Erie Arts & Culture for partnership opportunities.
- EXECUTIVE SESSION
- Library Staff is involved with Werkbot to beef up our current social media strategy.
- Ice House: Further discussion of Ice House Project to place social workers in the library. Erie is replicating a nationwide library trend to bring social services to patrons in need. Blane reviewed the roles of the new social workers: Certified Peer Specialists and Social Work Interns. There will be 2 Certified Peer Specialists, working roughly 30 hours per week at Blasco. Intern schedules will vary as universities have already done the majority of their fall placements. The program will pilot at Blasco, and be observed for potential to scale out to our library branches. Julie questioned whether this service should be advertised or offered discreetly. Marcia offered to investigate with other libraries to see how they make services known. Marcia also remarked

that the service providers will have an entry in our Polaris-Library Catalog system so that individuals searching related terms will see a listing for the CSP/ Social Work Intern.

STATISTICAL AND OTHER REPORTS (Sheryl Thomas):
The statistic reports were sent in advance to members, and Blane remarked that we are doing well on all major metrics.

REPORT OF THE DISTRICT CONSULTANT (Marcia Wilking):
- District Library Center (DLC)
  - Abby, the District Educational Programmer's contract has been renewed for another year: July 2019-June 2020. The new contract includes time for collaboration with ECPL library staff to help leverage talents and programs that are being developed by ECPL staff and by Abby.
  - Five directors in the district are working on their retirement succession planning for the next 1-6 months.
- State
  - The signature page for the 2018 annual report filed in April need to be re-filed. Thank you Julie and Felix for getting that signed so we could re-submit it. (Only the signature page needed updates)
  - An update to the 2019 annual Library report has been announced: website visits. ECPL is ready for this, and we're working on getting everyone ready for this question.
- SNOE (Seneca, New Castle, Oil Creek, Erie Districts)
  - The formalization of the existing framework of our cooperation with the three adjacent districts has been finalized. We're planning a press release in the fall and some state-wide recognition. More updates to come.
- Advocacy
  - Increase for library funding likely to pass the house however the support in the senate is very unsure. Please contact your PA Senator asking them to support library funding.
  - The next Legislative Breakfast will be held in the spring of 2020.
- District Libraries News
  - Shontz Library in Conneaut Lake is still looking for a replacement director after Diane passed away unexpectedly in April.
  - Corry Public Library has hired a new director.

- The PALA conference registration for October 13-16 is opening shortly. Blane encourages everyone to attend. Marcia presented volunteer opportunities for individuals at the conference.

STAFF PRESENTATIONS: (Jude Shingle, Patrick Moran)
Idea Lab manager, Jude Shingle was invited to speak to the Library Advisory Board with a snapshot of where the Idea Lab currently stands, our plans going forward, and the involvement in the Beehive. Jude began by introducing Patrick Moran, our newly hired Makerspace Technician. The position was grant-funded through the Beehive network, and will help expand the capacity of the Idea Lab at large.
- Patrick gave a brief history of himself and expressed enthusiasm for joining our team.
- Jude directed attention to the handouts included in the agenda, and remarked that the Idea Lab is now at its 2 year anniversary, which is an excellent time to make observations. The Beehive grant affords us the opportunity to strategize.

- Current observations lead to recognizing 2 main categories of Idea Lab patrons: "Power Crafters" and "Entrepreneurs/Innovators"
- ECPL Idea Lab is unique in its makerspace, in that we focus on adult makers versus a children's space. The Idea Lab also operates at over 50 service hours during the week, above library trends.
- Jude also observed that innovation and entrepreneurship can be viewed as a social service to lift up underserved populations.
- The Idea Lab Phases: Basic Level of service will be completed by end of September. This phase involves staff development so that all patrons can expect a standardized level of service. Curated Maker Projects will be in place by the end of the year which allow for "hands on experience" by patrons, empowering them to feel confident in uncertain tasks and their maker abilities. Fabrication and Innovation Literacy involves a playlist of frequently requested projects and resources to enhance a patron's knowledge of specific Idea Lab equipment and maker processes.
- Role in the Beehive: Library is already the community hub, we will be the entry point for Beehive participants. Our role will be to assess the current level of the participant and give them clear directive and meaningful connections so they may progress through the other Beehive Partners. Discussion with the board followed. Jude asked the members to begin answering: "Who in our community can benefit?"
- Marcia shared that the District Programmer will begin including Idea Lab projects as part of her available classes, beginning with Cricut Maker.

REPORT OF COMMITTEES: none

PETITIONS AND COMMUNICATIONS:
There are several newspaper clippings and articles included in the board packet.

BOARD DEVELOPMENT AND ACTIVITIES: none

UNFINISHED BUSINESS:
May meeting minutes will be emailed to board members and approved through electronic vote.

NEW BUSINESS:

The next Advisory Board meeting is July 18, 2019. Blane will not be able to attend, Sheryl will present on his behalf.

ADJOURNMENT: The meeting adjourned at 1:05p.m.

7. Review of Financial Report

See attached Monthly Library Fund Report—July 2019.
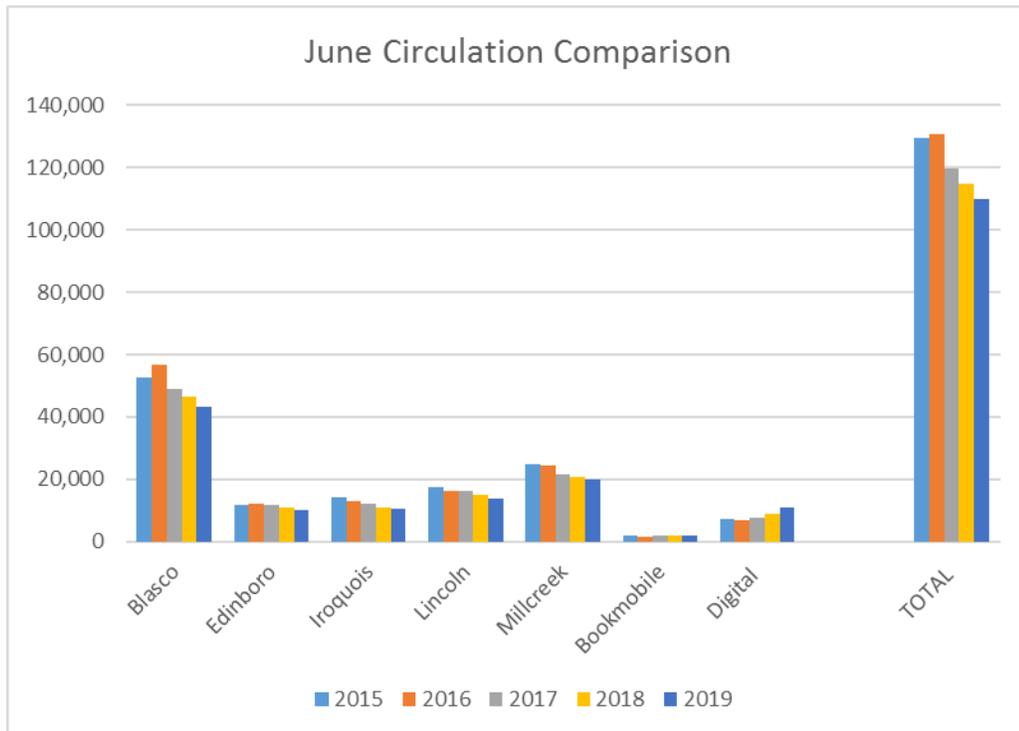
9. Statistical and Other Reports

ERIE COUNTY PUBLIC LIBRARY

June 2019 Statistics

Numbers Snapshot

- **16,261** Wifi logins, up 31%
- **49,908** visits to all locations, up at Bookmobile and Millcreek
- **5,967** computer logins at all locations, decrease of 4%
- **1,062** children attended programs in June

Circulation

June Circulation Comparison

	2015	2016	2017	2018	2019
Blasco	52,633	56,648	48,880	46,287	43,014
Edinboro	11,660	12,059	11,677	10,963	10,132
Iroquois	13,991	12,816	12,105	10,902	10,307
Lincoln	17,472	16,276	16,136	15,165	13,983
Millcreek	24,684	24,338	21,348	20,769	20,040
Bookmobile	1,864	1,641	2,108	1,743	1,733
Digital	7,362	6,915	7,615	8,918	10,754
TOTAL	129,666	130,693	119,869	114,747	109,963

Programs

June Program Attendance Comparison
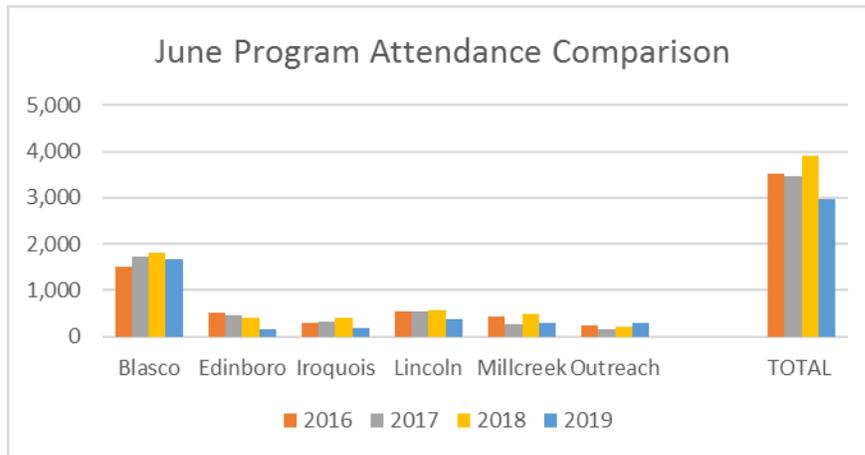
	2016	**2017**	**2018**	**2019**
Blasco	1,497	1,721	1,809	1,681
Edinboro	524	469	412	160
Iroquois	290	317	415	175
Lincoln	551	538	559	379
Millcreek	426	268	475	300
Outreach	241	147	223	283
TOTAL	3,529	3,460	3,893	2,978

June Program Offerings Comparison
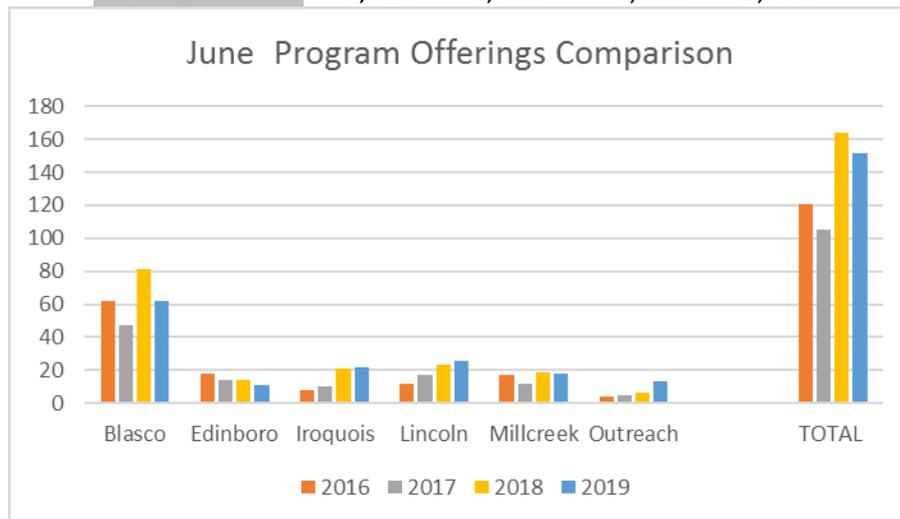
	2016	**2017**	**2018**	**2019**
Blasco	62	47	81	62
Edinboro	18	14	14	11
Iroquois	8	10	21	22
Lincoln	12	17	23	26
Millcreek	17	12	19	18
Outreach	4	5	6	13
TOTAL	121	105	164	152

Computer Technology Equipment Usage

Branch Computer Technology Usage Trends

Laptop usage

Month	1/18	2/18	3/18	4/18	5/18	6/18	7/18	8/18	9/18	10/18	11/18	12/18	1/19	2/19	3/19	4/19	5/19	6/19
EDB	13	5	15	4	3	3	2	7	4	0	2	2	0	4	3	0	1	1
IRQ	0	2	1	1	0	0	2	0	0	1	1	2	0	0	1	0	0	0
LIN	5	2	7	7	3	5	6	1	1	8	4	1	2	1	1	2	0	2
MCK	9	15	10	13	11	8	8	11	6	7	3	12	5	1	3	4	3	1
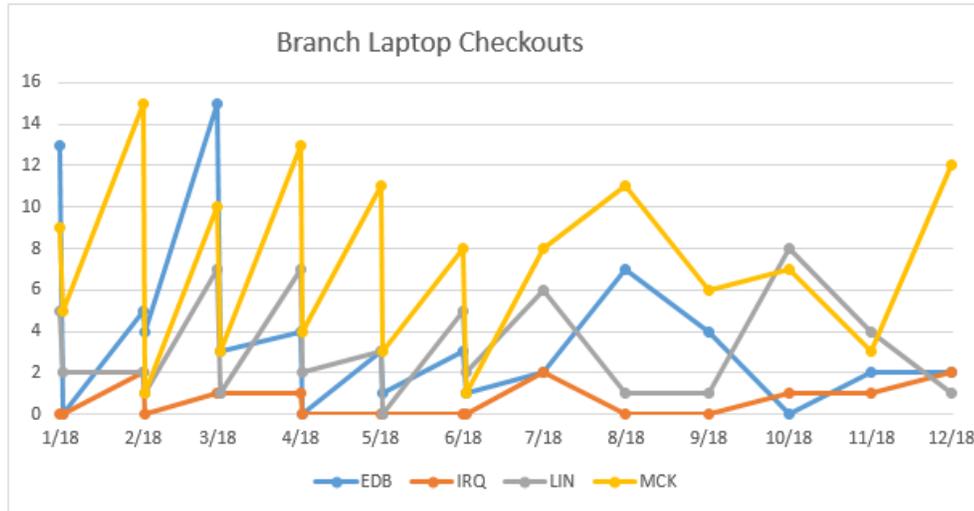
Computer Usage Logins

Month	1/18	2/18	3/18	4/18	5/18	6/18	July 1	8/18	9/18	10/18	11/18	12/18	1/19	2/19	3/19	4/19	5/19	6/19
EDB	320	341	345	380	368	394	417	445	348	383	294	293	270	281	346	363	349	368
IRQ	369	344	378	396	402	301	420	451	399	436	316	280	298	336	352	328	308	337
LIN	391	407	452	459	442	520	527	527	472	436	360	324	378	363	428	449	422	395
MCK	772	682	740	797	745	648	878	893	715	869	664	741	774	721	801	805	815	811
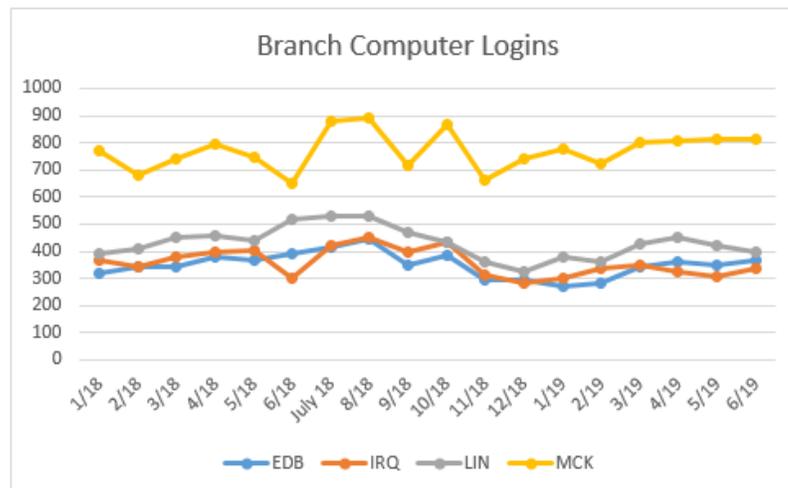
Yearly Total Laptop Checkouts

	2015	2016	2017	2018
EDB	118	195	58	60
IRQ	72	62	14	10
LIN	265	199	125	50
MCK	15	49	37	113

Branch Yearly Laptop Checkouts
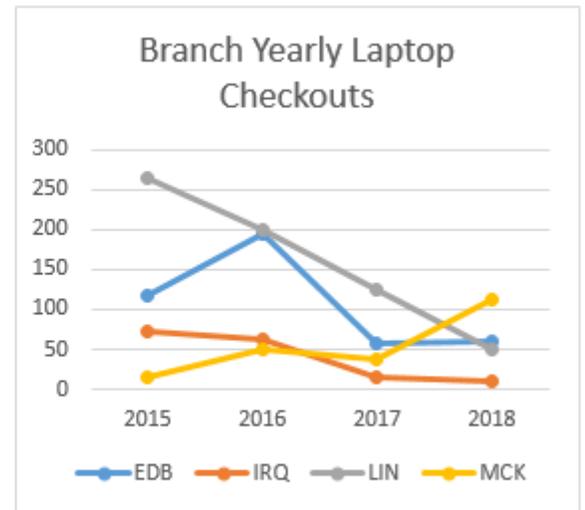
Yearly Total Computer Logins

	2015	2016	2017	2018
EDB	4354	4317	4057	4328
IRQ	5411	5524	4833	4492
LIN	10718	4760	5027	5317
MCK	5571	9329	9420	9114

Branch Yearly Computer Logins
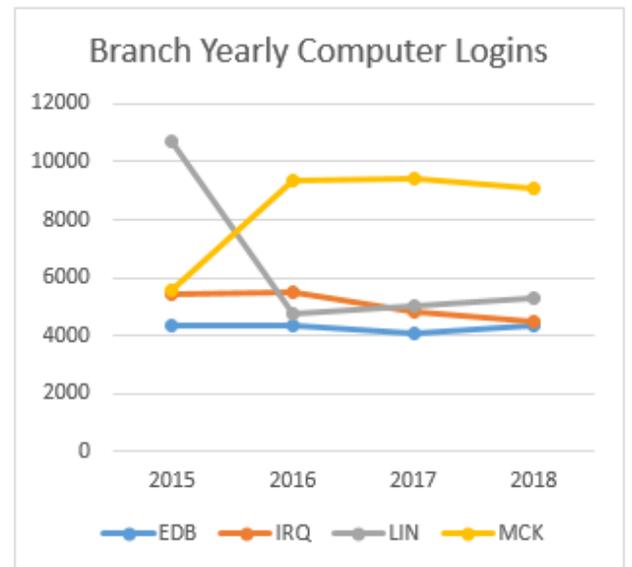
Yearly Wifi Usage per Branch

	2016	2017	2018
EDB	4945	7507	8529
IRQ	6164	11211	14317
LIN	3970	9325	11294
MCK	8015	13732	19198

Branch Wifi Usage

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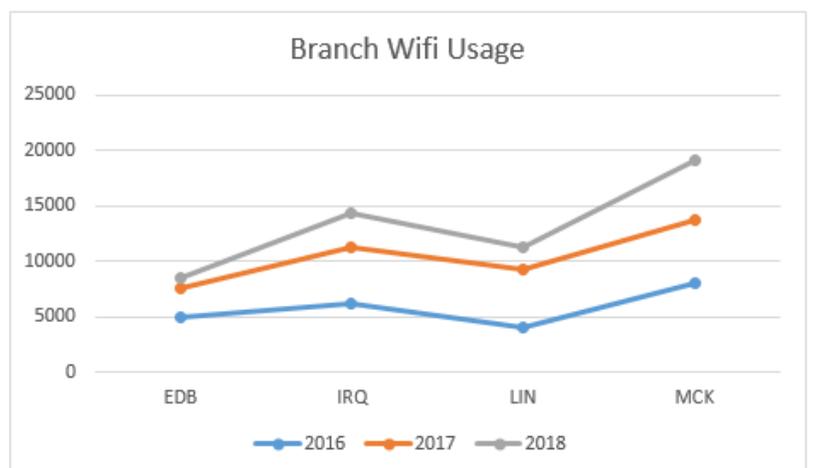
10. District Consultant Report
Marcia Wilking

- District Library Center
    - Began the new Fiscal Budget on 7/19. Huge thank you to everyone in the ECPL business office who helped get the 2018-2019 budget all that wrapped up.
    - Report on the previous fiscal year should be due soon.
- State
    - The proposed increase to library funding was passed. At this time, I do not yet have details on how the money will be allocated and dispersed to libraries.
- Advocacy
    - Please send a thank you letter your PA senator and Representative thanking them for the increase in funding. A template you can use or adapt is attached.
- District Library News
    - Conneaut Lake has hired a new director
    - Springboro has achieved their Gold Star in PA Forward
- Thank You Letters for Local Representatives
    - Patron Letter template included below (emailed following meeting)
    - Board Thank You letter to representatives, to be signed

Letter template to send Thank You (as individuals) for library funding

[Date]

[Name of Staffer, if applicable]
The Honorable [first name, last name]
Pennsylvania House of Representatives (or Pennsylvania Senate)
[Office number and Building]
Harrisburg, Pennsylvania 17120

Dear Representative (or Senator) [last name]:

I am writing to express my appreciation for the 2019-2020 Pennsylvania budget's support of libraries.

[Briefly list why your library is important to you. This should 1-3 reasons. "My local library is important because…" or "I go to the library to…"]

[Your local library name] is a vital part of our community and this funding increase is important to ensuring its continued operation.

The legislature's continued financial investment in libraries is critical to this community and to our entire state.

Sincerely,

    [your name and any credentials]

PA Representative	PA Senator
Brad Roae (R)	Daniel Laughlin (R)
Curtis G. Sonney (R)	Michele Brooks (R)
Parke Wentling (R)	
Patrick J. Harkins (D)	
Robert E. Merski (D)	
Ryan A. Bizzarro (D)	

FOR IMMEDIATE RELEASE: July 12, 2019

CONTACT:
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Erie County Public Library launches e-Card program

Erie, PA – The Erie County Public Library has launched an e-Card initiative, which allows county residents who do not have a library card to register for a library card online, giving them access to vast digital resources available free of charge.
County residents seeking to get a library card no longer have to go to an Erie County Public Library location to register. They can register online at http://erielibrary.org/services/get-a-library-card.

The e-Card will allow residents to use all digital resources provided by the Erie County Public Library, including e-books, audiobooks, streaming video and music, local and national newspapers, online courses, research databases and more.

 "The e-card is a new step in bringing the library to your home or mobile device, particularly for those who cannot visit the public library," said Blane Dessy, director of the Erie County Public Library. "If you're too far from a library, don't have transportation, or are unable to visit the library, this is the solution. We're especially excited to work with local school districts, senior living centers and other community organizations to bring library access to those who may not otherwise have it."

After a county resident registers online for an e-Card, a library card will be mailed to their residence within a week. They can then use the card to access digital resources available at www.erielibrary.org. Cardholders may opt to convert their e-Card to a standard library card by visiting an Erie County Public Library location with proof of address.

Library patrons who currently have a library card do not have to register for an e-Card, as they already have access to the library's digital services.

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Erie County Libraries roll out new online program
LOCAL NEWS
Posted: Jul 10, 2019 / 05:50 PM EDT / Updated: Jul 10, 2019 / 05:50 PM EDT

Residents throughout Erie County are now able to access all of the County Library's resources online.

The library's new e-card service, where residents can access books, movies, and other materials online, launched today.

The Executive Director of the Library said she hopes to reach people in rural areas, children who are home schooled, and people with disabilities.

During an e-card informational session, community leaders spoke about the importance of all residents being able to access information.

"Now for example, if a person is interested in genealogy, they can use our genealogy databases for free simply by getting and e-card," said Blane Dessy, Executive Director, Erie County Library.

If you have a traditional library card, you do not need to get an e-card to access the library's online resources.

News Segment aired WJET: July 10th, 2019
https://www.yourerie.com/news/local-news/erie-county-libraries-roll-out-new-online-program/