Library Advisory Board Meeting
Thursday, March 18
ZOOM: 983 3133 2641 | Passcode: 821018
12:00 pm

Allen	Murphy	Boam
Lohitai	Tempestini	Conway
Pearson	Knuth	DeHaven

Known absences: Beth Zimmer
Special Guest: Rebecca Long

AGENDA
1. Call to Order
2. Approval of Minutes – February 18, 2021
3. Library Reports
   a. Report of Director

Proposed changes to procedures (internal) and policies (to be voted under New Business) as discovered under the EDI Committee Report:

1. Expand list of ID accepted for patron cards
2. Delete Male/Female data on card registrations
3. Remove replacement fees for ECPL patron cards
4. Raise the blocking amount to $20.00
5. Temporary card holders can check out hot spots.

Strategic Plan Initiatives:
1. Development of volunteer role/Community Ambassadors for library outreach
2. Examine ways to increase the use of library meeting rooms for non-profit and community organizations
3. Diversity Audits of Collections (in-process; new automated service)
4. Hire a new Preservation/Digital Librarian (in-process)
5. ECGRA grant fund application to continue IDEA LAB

Additional Items:
Erie County Community College Update
Millcreek Planning Project
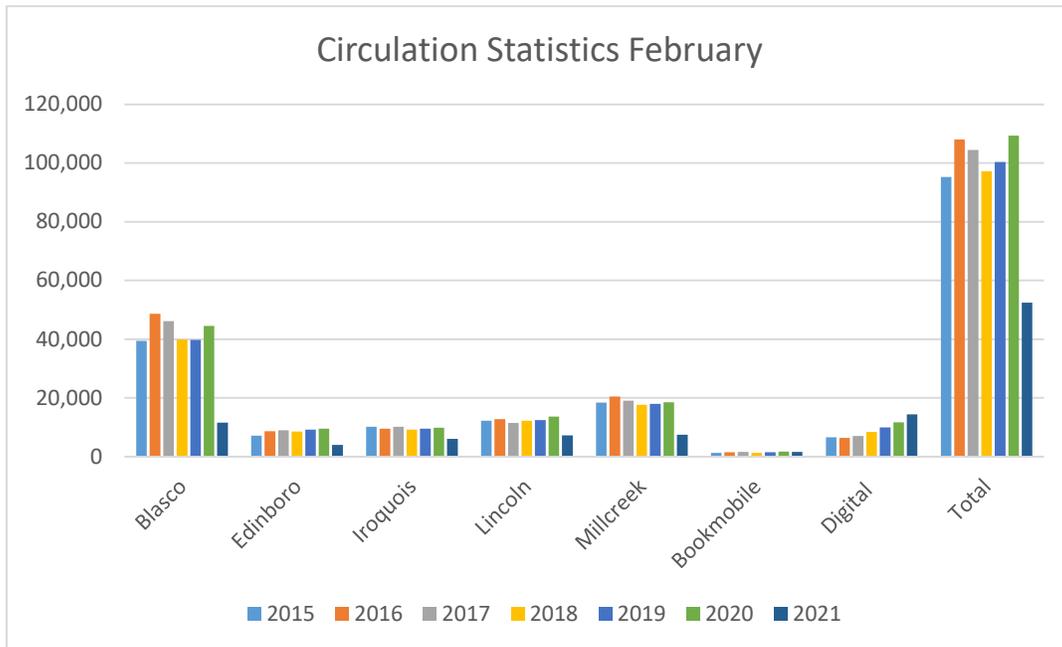
ERIE COUNTY PUBLIC LIBRARY

February 2021 Statistics

Numbers Snapshot
- **52,434** overall check outs, down **52%**
- Digital check outs up **23%** over last year
- **3,889** ILL items loaned, **4,030** ILL items borrowed

Circulation

	2015	2016	2017	2018	2019	2020	2021
Blasco	39,475	48,636	46,156	39,854	39,802	44,493	11,618
Edinboro	7,094	8,662	8,997	8,543	9,165	9,494	4,008
Iroquois	10,157	9,566	10,206	9,191	9,486	9,809	6,064
Lincoln	12,233	12,794	11,472	12,205	12,417	13,642	7,277
Millcreek	18,386	20,483	19,043	17,619	18,003	18,534	7,504
Bookmobile	1,264	1,508	1,632	1,345	1,495	1,730	1,586
Digital	6,644	6,434	6,993	8,466	9,954	11,696	14,377
Total	95,253	108,083	104,499	97,223	100,322	109,398	52,434

    d. Report of District Consultant

Northwest PA Innovation Beehive

The NW PA Innovation Beehive, an entrepreneurial support network that includes Blasco's Idea Lab as well as the universities of Gannon, Mercyhurst, Penn State Behrend, and Edinboro, is hitting the road! With a grant through the Appalachian Regional Commission (ARC), the Beehive looks to expand its services throughout the entire Northwest region of Pennsylvania and eventually cross state borders to New York and Ohio.

    The district will play a role in connecting other public libraries with the Beehive's mobile unit; Blasco's role expands to now include a digital resource that will be accessible by anyone – a LibGuide that shares definitions, content, and resources for business-related topics like business basics, finance, intellectual property, marketing, and incorporation. Once prepared, libraries will be able to point patrons to it; patrons will be able to access it 24/7 in preparation for entering the Beehive cohorts.

Annual Report

All of the libraries have completed their initial annual reports. District consultants have until the beginning of April to fully review and submit library documentation to the Office of Commonwealth Libraries.

Internet Funds

    There are a variety of funds becoming available to expand access to internet services. The libraries will play a role where feasible in encouraging the utility of these resources. In case you hear about them, here are brief descriptions.

    Emergency Broadband Benefit Program (EBB): To help lower the cost of high-speed internet for eligible households during the on-going COVID-19 pandemic. Eligible households will be able to apply for the discounts on internet service. Guidelines and other details to be released soon.

    Emergency Connectivity Fund (ECF): To provide funding to schools and libraries that provide Internet connectivity to off-campus locations, such as to homes of students and library patrons. The Fund will also support related equipment such as hotspots, routers, and modem hardware, as well as "connected devices" like laptops or tablets. Guidelines to be released later this spring.

    Governor's Emergency Education Relief (GEER): The GEER program is looking at Crawford County as a potential county to work with their libraries on strengthening connectivity at some of their library system's facilities. Crawford County initially made the list due to its economically distressed status and areas that lack internet access.

    While it may be out of the realm of public libraries to solve all broadband needs, we can at least explore and encourage the initiatives that are surfacing. More details to come.

    e. Library Staff Reports

4. Board and Committee Reports
    a. Report of County Council Liaison
    b. Report of Friends and ERLF

5. Unfinished Business

6. New Business
    a. Annual Review of Collection Development Policy *attachment

b. Revised Policy 713

SECTION: FORGOTTEN CARDS, LOST CARDS, DAMAGED CARDS
NUMBER: 713
REVIEWED: March 18, 2021
REVISED: March 2021
EFFECTIVE DATE: March 1, 2014
PAGE: 1 of 1

FORGOTTEN CARDS

Patrons who have forgotten their cards may borrow materials or use the Internet if they provide identification and/or verify security questions.

Patrons who are not able to verify their identity may not borrow library materials or use the Internet.

LOST CARDS

Lost cards will be replaced at no charge. Replacement cards carry over all fines, fees and circulation information from the previous card.

DAMAGED CARDS

Damaged cards will be replaced at no charge. Replacement cards carry over all fines, fees and checkouts from the previous card.

c. Revised Policy 716

SECTION: REGISTRATION AND USE OF LIBRARY CARD, COLLEGE STUDENTS & SEASONAL RESIDENTS
NUMBER: 716
REVIEWED: January 10, 2018
UPDATED: March 2021
EFFECTIVE DATE: March 1, 2014
PAGE: 1 of 1

Non Erie-County residents enrolled at a local higher education institution or seasonal residents may register for an ECPL card provided they present a current college identification card or proof of seasonal residence, including an official letter, and another acceptable form of identification that shows the permanent home address. Out-of-state and International students are also eligible for registration may register for a card providing they present current identification and provide a local address.

A college-student card is valid from one-year library and must be renewed annually.
There is no fee for this card.

d. Revised policy 717

| SECTION: | REGISTRATION AND USE OF LIBRARY CARD, TEMPORARY |
| | RESIDENCES/GROUP HOME RESIDENT PATRONS |

NUMBER: 717
REVIEWED: March 2021
EFFECTIVE DATE: March 1, 2014
PAGE: 1 of 1

Patrons who live at temporary residences may register for an Erie County Public Library card provided they present a signed letter on letterhead by an officer of the agency operating the premises at which they reside indicating that he or she lives there or valid PA state ID. The letter should be dated no longer than one week prior to the date the patron applies for the card. If the patron is a resident of a motel or hotel, he or she must have a recently dated rent receipt as proof of their residence.

A temporary residence card is issued for a three-month period and can be extended provided that proof of residence is presented at expiration time. In addition, the temporary resident card will have a limit of five checked out titles.

There is no fee for this card.

Temporary resident patrons have access to library databases, but are not eligible for interlibrary loan services.

SECTION:	REGISTRATION AND USE OF LIBRARY CARD, NON-COUNTY RESIDENTS
NUMBER:	718
REVIEWED:	January 17, 2018
UPDATED:	March 2021
EFFECTIVE DATE:	June 1, 2014
PAGE:	1 of 1

Out-of-state patrons and patrons from areas in Pennsylvania that do not participate in Access PA may apply for a non-resident card.

Library card applicants can apply for a temporary online card on the Library's website at www.erielibrary.org or complete an application form in person at any outlet of the Erie County Public Library.

A non-resident card is issued for a one-year period and can be extended provided that proof of residence is presented at expiration time. The non-resident card will have a limit of 25 checked out titles.

There is a $10.00 annual fee for non-resident cards.

Proof of name and current mailing address, in accordance with the library's current list of acceptable identification, as well as a signature accepting responsibility for borrowed materials are required. For minors age 15 and under, parent or legal guardian identification is required.

Non-resident patrons are ineligible for Interlibrary loan services.

Students of local higher education institutions are exempt from this policy and receive a card as outlined in policy number 716, REGISTRATION AND USE OF LIBRARY CARD, COLLEGE STUDENTS.

SECTION: REGISTRATION AND USE OF LIBRARY CARDS, TEACHERS/CHILDCARE PROVIDERS
NUMBER: 720
REVISED: March 2021
EFFECTIVE DATE: April 1, 2017
PAGE: 1 of 1

Erie-County residents employed by any K-12 institution or childcare provider may apply for and receive a Teacher Card. Elementary, middle or high school educators or child care providers, student teachers and other individuals who work in early childhood or daycare centers are eligible for a Teacher Card. A Teacher Card is an additional card that allows you to keep your personal borrowing separate from the items borrowed for classroom use.

A Teacher Card may be used at any Erie County Public Library location and normal fines apply as per library policy. As the borrower you are responsible for the items on this card, however keeping items separate will assist you if you need to seek reimbursement from your school or organization for lost or damaged items.

To obtain a teacher card, a letter on institutional letterhead signed by the principal or director indicating your status as an employee for the current or upcoming school year or a recent pay-stub that includes your name, current address and school along with a current ID. This card must be renewed every year at any ECPL location.

The borrowing limit on this card is 125 items. There is no fee for this card.

g. Revised Policy 722

SECTION:	REGISTRATION AND USE OF LIBRARY CARD, HOMESCHOOL
NUMBER:	722
REVISED:	March 2021
EFFECTIVE DATE:	April 1, 2017
PAGE:	1 of 1

Erie-County residents who homeschool may apply for and receive a Homeschool Card. A Homeschool Card is an additional card that allows you to keep your personal borrowing separate from the items borrowed for home instruction. Homeschool parents, guardians, or educators must show proof of Erie County residency and proof that they are homeschooling.

Homeschooling educators may apply for a Homeschool Card upon presentation of a Home Education Affidavit, as defined by the Pennsylvania Department of Education and issued by the local school district, or by providing proof of being a current properly qualified private tutor.

A Homeschool Card may be used at any Erie County Public Library location and normal fines apply as per library policy. As the borrower, you are responsible for the items on this card.

This card must be renewed annually at any ECPL location.

The borrowing limit on this card is 125 items. There is no fee for this card.

K-12 and Childcare educators: SEE POLICY 720 FOR REGISTRATION AND USE OF LIBRARY CARDS, TEACHERS/CHILDCARE PROVIDERS

h. Revised Policy 781

SECTION:	FINE & FEE RESTRICTIONS FOR BORROWERS
NUMBER:	781
UPDATED:	March 2021
EFFECTIVE DATE:	March 1, 2014
PAGE:	1 of 1

If a patron owes more than an amount to be determined by the library in fines and fees, no additional materials may be borrowed until the amount owed is brought to under the determined amount. The library has the sole discretion to determine what the blocking amount will be.

If a patron has one or more overdue items with more than the determined in fines or fees, they may not be eligible to borrow any additional items until all overdue items are returned. Borrowing eligibility is determined by total fine amount incurred.

Patrons may still access the public Internet computers.

Find the latest Media Releases from Erie County Public Library here:
https://eriecountypa.gov/about/county-news/news-releases/

Erie County Courthouse and Erie County Library to Reopen Monday

Sunday, March 7th 2021, 7:45 AM EST

Updated: Sunday, March 7th 2021, 9:10 AM EST

The Erie County Courthouse will be open tomorrow after being closed due to Covid-19 as well as
the Erie County Public Library.
Their facilities will fully reopen to the public on Monday.
The library partnered with Erie County Department of Health to make sure the facilities adhere to
all local, state and national guidance to keep patrons and staff safe.
The library will remain open as long as local Covid-19 case numbers remain low.
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redistributed.

Video: https://www.erienewsnow.com/story/43457317/erie-county-courthouse-and-erie-county-library-to-reopen-monday

Erie County Public Library Set to Reopen March 8

COVID-19 mitigations will be in place for patrons following Dept. of Health guidelines
Erie Reader, by Kimberly Firestine
March 4, 2021 at 9:00 AM
Erie County officials have agreed to reopen all public library facilities after thereopening of the Erie County Courthouse, according to
a release by the Erie CountyPublic Library (ECPL). Partnering with the Erie County Department of Health, librarystaff will have the
health and safety of the public at the front of any decisions onhelping stop the spread of the novel coronavirus.
The release notes the ECPL will stay open barring any increase in local COVID-19cases, at which point decisions will be made based
on advice from the Erie CountyDepartment of Health.
Sheryl Thomas, ECPL Assistant Director, said the staff is "a little nervous but veryhappy to be opening our doors again and
welcoming back our patrons." Thomasnoted that while the ECPL facilities have been providing curbside options for patrons,seeing
familiar faces and providing full access to the facilities "will be a very niceboost."
"Patrons are excited to be returning and able to browse through the book stacks to find favorite and new titles," said Thomas.
Patrons can expect mitigation efforts to include: 50% occupancy limit, required face covers, limited equipment and occupancy within
the Blasco Libraryfacilities, and contactless outdoor book drops. Services such as the childrens' play areas at each location and in-
person programming and events willnot be offered at this time. Virtual programming and online resources are still available via the
ECPL website at erielibrary.org. Curbside services willresume as library staffing allows.
"We appreciate the support and patience of the community and look forward to seeing individuals (with mandatory masking) come
back to use theirlibrary," said Thomas.
For more information, go to erielibrary.org.
https://www.eriereader.com/article/erie-county-public-library-set-to-reopen-march-8

What you need to know about the Erie County Public - Erie Times-News: Web Edition Articles (PA) – March 7, 2021

March 7, 2021 | Erie Times-News: Web Edition Articles (PA) | Staff report

Library lovers can head back to the stacks at Erie County Public Library locations starting Monday, but there are guidelines to keep in mind in the interest of employee, personal and public safety.

The library's branches closed Nov. 18 because of a surge in COVID-19 cases. Customers have since had to call the library to reserve books and other materials, then pick them up at curbside.

But Erie County announced this past week that the libraries, and the Erie County Courthouse, would reopen Monday. The county said the library expects to remain open as long as COVID-19 case counts remain "sustainable"' It was time': As COVID numbers fall, Erie County Courthouse, libraries to reopen March 8

Most pre-pandemic services will be restored starting Monday, library system officials said in a news release, but a number of safety measures are in effect at all locations:

► Each location will enforce a 50% occupancy limit.
► Use of face coverings and social distancing is required.
► All material collections are available for browsing.
► Computer stations are available at all locations. Blasco Library's internet lab has been relocated and outfitted in accordance with the Blasco Master Plan. Patrons may reserve 60-minute sessions.
► Blasco Library's Heritage Room will offer limited equipment and occupancy limits.
► Blasco Library's Idea Lab will offer limited equipment and reservation-based services.
► Blasco Library's Collaboratories will be available for patron reservation. Face coverings are required to be worn at all times.
► Public restrooms and drinking fountains in the lobby and children's areas (family use only) are available for patrons to use at their own risk.
► Professional cleaning occurs daily at all locations. Cleaning and hand sanitizing stations are available for patrons to use throughout their visit.
► Patrons are encouraged to return all items to contactless outdoor book drop-offs that are open 24 hours.
Some services remain unavailable
► Children's play areas and toys at all library locations.
► One-on-one patron assistance that cannot be accomplished while practicing social distancing. This includes one-on-one computer assistance, extended research and genealogy and equipment/device assistance. Patrons are encouraged to bring a helper from their household should they require assistance that cannot be completed from a 6-foot distance by staff.
► In-person programming and events. Find the library's virtual programs calendar at events.erielibrary.org.
► The café located in the lobby of Blasco Library, K&P Concession, will remain closed until further notice after the death of longtime hostess Penny Greco in February.
More to know
► Mobile printing is available at all locations. Instructions are available at https://erielibrary.org/resources/mobile-print/.
► Wi-Fi access has been extended to parking lots at all locations.
► Curbside service will be provided as staffing allows, with preference given to those patrons unable to adhere to the face covering order. Please call your local library in advance to discuss pickup options.
► Peer navigators will return in the weeks following reopening to Blasco Library, providing social services for patrons in need of assistance.

► Follow the Friends of the Library for updates about upcoming book sales, reopening of the Bayfront Bookshelf and book drives.

Erie County Public Library locations: Blasco Memorial Library, 160 E. Front St.; Millcreek branch, 2088 Interchange Road Suite 280; Iroquois Avenue branch, 4212 Iroquois Ave.; Lincoln Community Center, 1255 Manchester Road, Fairview; and Edinboro branch, 413 W. Plum St., Edinboro. Find the bookmobile scheduled at https://bit.ly/3ehBRT iOn the road again: New bookmobile for Erie County Public Library

McCord Memorial Library, 32 W. Main St., North East, also will reopen Monday, as will Union City Public Library. T hose two, the county's other independent nonprofit libraries and the county system branches form the Public Libraries of Erie County.

The PLEC's Integrated Library System allows county residents to obtain a card at any library outlet; access collections at all locations; borrow from and return to any library in the county (with a few limited exceptions, including inter-library loan); pick up materials at the library of choice; use the online catalog to find and place holds on library materials at all locations; and use the public access computers at any PLEC library.

NEWS

A Step Towards Normalcy, Erie County Courthouse and Library Reopens

Monday, March 8th 2021, 6:25 PM EST

By Brianna Andrews

The Erie County Public Library and the Erie County Courthouse closes a chapter and turns a new page Monday, reopening to the public for the first time in months since the coronavirus pandemic. Residents are excited for a sense of normalcy.

"It makes me feel like things are getting back to a bit of normalcy. I've really missed it" said Steve and Jane Kuhn, Millcreek residents.

The Raymond Blasco location has already filled up with residents. To safely accommodate everyone, there's new socially distant work stations and face masks are mandatory. Sheryl Thomas, the Assistant Director of the Erie County Public Library told Erie News Now on this afternoon, that safety is priority which why in-person programs will remain digital until further notice.

"As restrictions ease and case numbers drop, we'll be able to do in person programing at some point so that'll be really exciting," said Sheryl Thomas, Assistant Director of the Erie County Public Library.

As for the Erie County Courthouse, residents can now come in and out of the courthouse to handle court related needs. Erie County President Judge Joseph Walsh said as long as there isn't another spike in cases, the county courthouse will continue to stay open to the public.

"That's our top priority to keep this place as safe as possible. This is good for the public simply because they don't have to schedule appointments to come in and take care of business" said Joseph Walsh, President Jude of Erie County.

According to Walsh, the courthouse is following CDC guidelines to keep residents and employees

safe.

https://www.erienewsnow.com/story/43464029/a-step-towards-normalcy-erie-county-courthouse-and-library-reopens

Erie County Courthouse, Library to reopen March 8 - Journal, The (Corry, PA) - March 1, 2021
March 1, 2021 | Journal, The (Corry, PA) | Jordan Schrecengost jordan@thecorryjournal.com

The Erie County Courthouse and Erie County Public Library are set to reopen to the public a week from today on Monday, March 8.

The Erie County government announced Friday its plans to reopen the county courthouse and library to the public on March 8, but the administration noted it will continue to monitor the COVID-19 pandemic and make any necessary concessions.

All civil or criminal court hearings and appointments in Erie County will continue as scheduled. Any questions related to the county's courts should be directed to 814-451-6295.

Even though the Erie County Courthouse, 140 W. 6th St., Erie, is reopening its doors to the public, residents are encouraged to continue utilizing electronic services through the county's website, www.eriecountypa.gov, and to meet virtually whenever possible.

"The administration and court administration continue to observe safety protocols for the public and county employees, and we believe operations can now resume," Erie County Director of Administration Gary N. Lee said. "Please continue to wear masks, keep a 6-foot distance from others, wash hands frequently, limit gatherings and stay home when feeling ill."

Members of the public are encouraged to check the county's website for further updates.

In following the lead of the Erie County Courthouse, all Erie County Public Library facilities will fully reopen to the public on Monday, March 8.

The county library has partnered with the Erie County Department of Health to ensure that the reopening responsibly considers the safety of patrons and staff and adheres to all local, state and national guidance.

Erie County Library, which is headquartered at 160 E. Front St., Erie, expects to remain open as long as local COVID-19 case numbers remain sustainable and the library will make any adjustments as necessary based on the advice of the health department.

For more information about Erie County Public Library's reopening efforts as well as the services currently available and unavailable to patrons, visit the Friends of the Library website, www.erielibraryfriends.org.

Updates about upcoming book sales, the reopening of the Bayfront Bookshelf and book drives will be posted to the website.

In addition to Raymond M. Blasco, M.D., Memorial Library, Erie County Public Library has outlets at the following locations: 413 W. Plum St., Edinboro; 4212 Iroquois Ave., Erie; 2088 Interchange Road, Erie; and at the Lincoln Community Center, 1255 Manchester Road, Erie.

CIT AT ION (MLA S T YLE)
jordan@thecorryjournal.com, Jordan Schreceng ost. "Erie County Courthouse, Library to reopen March 8."
Journal, The (Corry, PA), sec. News, 1 Mar. 2021. NewsBank: America's News ,
infoweb.newsbank.com/apps/news/document-view?p=NewsBank&docref=news/180F93D7237A0BE8.
Accessed 2 Mar. 2021.

Erie County Public Library to Reopen March 8

Friday, February 26th 2021, 4:27 PM EST

Updated: Saturday, February 27th 2021, 9:35 AM EST

All Erie County Public Library facilities will fully reopen to the public Monday, March 8, the county announced Friday.

The library has partnered with Erie County Department of Health to make sure the facilities adhere to all local, state and national guidance to keep patrons and staff safe, according to the news release.

It joins the Erie County Courthouse, which will also reopen on the same date.

The library will remain open as long as local COVID-19 case numbers remain sustainable, the county said.

Here's what you need to know if you plan to visit:

The reopening effort restores most of the services patrons enjoyed pre-pandemic, while following current mitigation efforts, including:

- Each location will enforce a 50% occupancy limit.
- Use of face coverings and social distancing is required.
- All material collections are available for browsing.
- Computer stations are available at all locations. Blasco Library's internet lab has been relocated and outfitted in accordance with the Blasco Master Plan as announced here. Patrons may reserve 60-minute sessions.
- Blasco Library's Heritage Room will offer limited equipment and occupancy limits.
- Blasco Library's Idea Lab will offer limited equipment and reservation-based services.
- Blasco Library's Collaboratories will be available for patron reservation. Face coverings are required to be worn at all times.
- Public restrooms and drinking fountains in the lobby and children's areas (family use only) are available for patrons to use at their own risk.
- Professional cleaning occurs daily at all locations. Cleaning and hand sanitizing stations are available for patrons to use throughout their visit.
- Patrons are encouraged to return all items to contactless outdoor bookdrops – open 24/7.

Several services will remain unavailable:

- Children's play areas and toys at all library locations.
- One-on-one patron assistance that cannot be accomplished while practicing social distancing. This includes one-on-one computer assistance, extended research and genealogy, and equipment/device assistance. Patrons are encouraged to bring a helper from their household should they require assistance that cannot be completed from a 6-foot distance by staff.
- In-person programming and events. Find the library's robust virtual programs calendar at events.erielibrary.org.
- The café located in the lobby of Blasco Library, K&P Concession, will remain closed until further notice due to the death of its long-time hostess, Penny Greco. Her obituary can be found here.

Additional services for patrons unable to visit in-person:

- Mobile printing is available at all locations. Instructions are available at https://erielibrary.org/resources/mobile-print/.
- Wi-Fi access has been extended to parking lots at all locations. Read more about this initiative here.
- Curbside service will be provided as staffing allows, with preference given to those patrons unable to adhere to the face covering order. Please call your local library in advance to discuss pickup options.

Upcoming additions:

- Peer navigators will return in the weeks following reopening to Blasco Library, providing social services for patrons in need of assistance.
- Please stay tuned to the Friends of the Library website for updates about upcoming book sales, reopening of the Bayfront Bookshelf, and book drives.

https://www.erienewsnow.com/story/43418153/erie-county-public-library-to-reopen-march-8