



Library Advisory Board Meeting

Thursday, February 17

ZOOM: 983 3133 2641 | Passcode: 821018

12:00 pm

MINUTES

Members Present: Liz Allen, Annie Rosenthal, Trevor Pearson, Mary Ann Tempestini, Martha Knuth, Julie Boam, Bill Conway

Members Absent: Kara Murphy, Quyen Aoh

Others Present: Alyssa Johnson, Shane Donaldson, Deana Cooper, Sara Sheehan, Anitra Gates, Jessica Church

1. Call to Order

The meeting was called to order at 12:05 p.m.

2. Approval of Minutes – January 20, 2022

Minutes were approved by motion of Mary Ann, second by Martha.

3. Library Reports

a. Report of Director

Report of the Director was delivered by Shane Donaldson.

Advisory Board Director’s Report

- Library job postings currently live: Library director through 2/14 (this was extended), Children’s Librarian (2/18), Administrative Officer II (2/18)
- ARP funds – thank you to Jessica Church who shepherded the ECPL proposal to receive ARP funds. We are applying to receive funding for a variety of projects, including outreach, Idea Lab upgrades, District rotating collection improvements, e-resources content, and increased technology access.
- Idea Lab grant – ECGRA recently notified us of a grant opportunity for the Idea Lab. The grant would fund Idea Lab programming, equipment, and supplies. It is a 3-year matching grant. The Idea Lab team is working on creating a proposal and reaching out to potential matching funders.
- Programs – a variety of programs are offered at all locations, both in person and virtually. Check our event calendar for current offerings
 - The Blasco Film Series has resumed, this time on Saturdays. Films are shown one Saturday a month and each film is shown twice: once with closed captions and once without.
 - Book clubs: there are a variety of book clubs offered at the libraries, including:
 - New Book Club at Lincoln – read newly released titles
 - American Girl Book Club at Iroquois – children will read a book from the Kit series, meet a newspaper reporter, and get a visit from the Bookmobile
 - Adventures in Reading at Iroquois – children will read Hatchet, learn about first aid and building shelters, and receive a visit from an EMT

- Book Club in a Bag at Millcreek – participants will read a title from our book club in a bag collection and discuss
 - NEA Big Read – this virtual book club is part of the NEA Big Read grant and will focus on Simon Winchester’s nonfiction book *Land*
 - The Idea Lab has ongoing programs including on 3D printing, mending, the Cricut, Podcasting, and becoming certified on the new Glowforge (laser cutter/engraver)
- Youth Services Update
 - Shane offered that in-house the team is working on Book Kits in lieu of programming and that Teen Advisory Board now meets virtually at the request of the teens.

b. Review of Financial Report

Deana reviewed the monthly financials and indicated that any large jumps this month and next month reflect singularly billed annual renewals.

c. Statistical and Other Reports

Shane reviewed the statistics report and answered some questions about stats. Notably, all locations but bookmobile had an increase in circulation for January ‘22 over January ‘21.

d. Report of District Consultant

ARP apps submitted by district are currently under review. As for State funding, the Governor’s Advisory Council met last week. In prior year, Gov. Wolf lists the public Library Subsidy with a \$1 million dollar (1.6%) increase, but that was added to rectify the 7 districts that were underfunded. Jessica also requested to save the date for upcoming PANO training on lobbying vs. advocating, more details will be released next week.

4. Board and Committee Reports

a. Report of County Council Liaison

None

b. Report of Friends and ERLF

President Sara Sheehan provided the update of Friends, sharing that the romance sale concluded last weekend, and that the Great American Book Sale is scheduled to return July 10-15 at the Flo Fabrizio Ice Rink. They will be starting promotions this month. Also, reminder they are cosponsoring with AAUW a Marie Benedict Author event. This will occur on April 2 at 1pm, at Mercyhurst University.

5. Unfinished Business

a. Established committees

Library provided two standing committees in response to the board’s interest last meeting at being more involved with library operations: DEI (Correy is contact) and DIRT (Anitra is contact). Annie and Julie expressed interest in the DIRT committee.

6. New Business

a. Department Leave Policy-

Policy puts in writing the department-specific method of granting leave to staff, in accordance with applicable bargaining agreements. Policy mirrors how department has scheduled historically but formalizes it in writing. Policy approved on motion by Trevor, second by Martha, all aye.

b. Collection Development Policy

Board must review annually the collection development policy. Policy approved on motion by Julie, second by Bill, all aye.

7. Adjournment

In closing remarks, Julie shared that she was excited to announce the arrival of Erie Children's Museum passes to the circulating collection—5 family passes that were already all checked out. Trevor offered CAM for recording purposes. Martha inquired about the county's ARP funds. Meeting was adjourned at 12:38 on motion by Liz, second by Bill.

DRAFT