



Library Advisory Board Meeting

Thursday, October 20, 2022

ZOOM: 983 3133 2641 | Passcode: 821018

12:00 pm

MINUTES

Members Present: Trevor Pearson, Bill Conway, Mary Ann Tempestini, Liz Allen, Martha Knuth, Kara Murphy, Quyen Aoh

Members Absent: Julie Boam, Ann Rosenthal

Others Present: Deana Cooper, Nicole Inan, Karen Pierce

1. Call to Order

The meeting was called to order at 12:06 p.m.

2. Approval of Minutes – September minutes

Minutes were approved by motion of Martha and seconded by Kara. All aye.

3. Library Reports

a. Library Staff Reports- None

b. Report of Director

Report of the Director- Karen Pierce

- Jessica Church and Karen attend PALA in Harrisburg from October 15 through October 19. Went to Governor’s Advisory Council meeting on Sunday. Jessica participated in research as a Consultant and as SNOE representative. Conference discussed Office of Commonwealth Libraries 5-year plan and solid plans for addressing systemic issues throughout the Commonwealth.
- Friends are having Mystery & Fiction Book Sale this week through Saturday. Café is also open with a limited menu.
- Staff Development Day occurred on October 10. Worked on staff department cross training. Each department put together a 10-minute video or PowerPoint highlighting procedures or what each department does.
- Security Guard position is currently open. We will have a replacement within the next or so.
- Incident with a homeless gentleman who was camping out at the entrance of the library. He was leaving his possessions unattended tied to the poles and was asked on multiple occasions to refrain from doing so. Police were called after numerous attempts and resisted arrest and charged with defiant trespassing. The library was subpoenaed as a witness.
- A transient unhoused person defaced one of the 911 panels. He got on a bus and is no longer around. We reached out to John Grappy and hope to have the panel replaced. Once replaced we plan to have maintenance cover the panels with plexi-glass so this will not happen again. Liz informed us there is a Homeless Task Force committee being assembled and suggested the library be part of the committee. Library is the only place downtown for homeless to use restrooms etc.

- Library is looking at potential lockers for library unhoused to hold their bags when in the library. Trevor recommended putting together a committee dedicated to this subject. Bill, Trevor and Liz volunteered.

c. Review of Financial Report

- Nothing new to review. On target for 2022. Into fourth quarter. No concerns at this time.

d. Statistical and Other Reports- Deana

- All locations holding strong. Fall tends to dip in circulation with the beginning of school. Branches are well over 2021 numbers.
- Reviewed statistics on agenda.
- Reviewed what a patron visit entails.

Kara asked if we track programs at each location. See direct correlation between events and patron visits? Millcreek events and potential new building?

d. Report of District Consultant

2011 Box Truck is going to auction.

e. Report of County Council Liaison

None

f. Report of ERLF- no report-

Karen and Sheryl met with Molly from ERLF. Discussed children's renovation.

g. Report from the Friends of the Library- no report

4. Unfinished Business

a. Nominating Committee-

Trevor read duties of officers.

b. Presentation of Library budget-

Karen presented budget asks in 2023. The library proposed 2 new positions; an additional Teen Librarian and another Idea Lab Library Assistant. Library also asked to increase HACE position from PT to FT. After presentation to CE, HACE did not approve increase therefore we no longer need a FT Outreach Specialist for HACE. Currently there is a Makerspace Technician built into the Beehive ECGRA grant. That grant expires this year and therefore we have asked to have that grant position fully funded by the county. Though we have an application for another ECGRA grant, that would not fund the grant position. Of the 3 positions, the Makerspace is the only position that moved forward for council approval. Additional asks include funding for IdeaLab supplies and programs in the event we do not receive ECGRA grant and an increase in per diem line for intern stipends and wage increase for per diems. Security camera upgrade for Blasco. Library applied for Keystone grant. If approved the county will only have to pay 50% of cost of security upgrade. Other areas of increase include vehicle maintenance. Due to fuel costs and a generator that may need replaced, we have asked for additional funding.

Motion to accept and approve dept. budget request. Liz moved and Martha moved to accept budget.

5. New Business

a. Vote for Meeting dates in 2023-

In bylaws, recommend to meet in person once per quarter.

Third Thursday @ 12pm, virtually and/or at location rotation in bylaws

January 19

February 16

March 16

April 20
May 18
June 15
July 20
August 17
September 21
October 19
November 16
December 21

Quyen asked if meet in person can the time be changed?

Motion to approve meeting dates- Trevor motion, Kara second.

b. [Presentation of Slate of Officers- Bill Conway](#)

Bill asked for interest in President, VP and Secretary.

Bill nominated by Trevor for President. Bill accepted nomination

Bill nominated Martha for Vice President. Martha accepted.

Martha nominated Kara for Secretary- Kara accepted nomination electronically in group board email.

Deana will send out request for electronic vote before next meeting.

c. [Presentation of Bylaw changes- attached to agenda](#)

Trevor read through proposed changes. Plan to vote on changes at November meeting.

d. [Approve revised Library 2023 Holiday schedule to include May 11 Staff Training Day.](#)

Went to electronic vote once quorum ended. Voted unanimously to approve revised schedule.

6. Appendix

a. [Announcements](#)

No Outreach Meeting today.

Next meeting will be held in person at Blasco. 12pm Admiral Room.

Bill made motion to adjourn the meeting. Trevor seconded. 1:49pm