



Library Advisory Board Meeting

Thursday, January 19, 2023
ZOOM: 983 3133 2641 | Passcode: 821018
12:00 pm

MINUTES

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

Members Absent: Ann Rosenthal, Trevor Pearson

Others Present: Jessica Church, Karen Pierce, Sheryl Thomas, Deana Cooper, Alyssa Johnson

1. Call to Order

Bill Conway called the meeting to order at 12:05 p.m.

2. Approval of Minutes – December 15, 2022

Minutes approved as written. Motion by Julie, second by Martha- minutes approved

3. Library Reports

a. Staff Reports- Outreach Services Manager- Alyssa Johnson

Alyssa gave a Power Point presentation on what Outreach does and the three main outlets used (Bookmobile, Community Events and Collaboration). Presentation attached.

-Kara informed Alyssa that the show Matilda on Netflix. One of Matilda’s main support people is her Bookmobile person.

b. Report of Director

Karen provided her report in the agenda. Martha asked a question regarding Bus station and Library role in “loaning security guard” to station. Karen clarified that the Allied Guard along with Managers are walking over routinely throughout the day to check on building. This also helps keep us informed of what is going on in the building and shows an act of good will to the Community members being affected by the station closure. Library is not enforcing any rules. Security cameras are in place and are being monitored by EMTA. A maintenance employee for EMTA is also doing walkthrough. Biggest issue with no current solution is travelers wanting to purchase a ticket with cash. Currently, all tickets must be purchased online. There is no ticket window to purchase with cash. Administration is in discussion with Greyhound stressing that Erie is a decent sized city and needs to have other payment options for travelers. Karen also confirmed that the bathrooms are open in the building. The Library is still seeing travelers in the library during layover times.

c. Review of Financial Report- Deana

No report available.

d. Statistical and Other Reports

Sheryl reviewed the statistical report provided in agenda. Statistics include both December along with a Year-end comparison. Circulation increased 132K items from 2021.

e. [Report of District Consultant](#)

Jessica Church provided the report of the District Consultant in the agenda. A variety of projects going on.

- Annual Report training is under way. State report opens next week. State continues to make changes.
- Strategic plan RFP in development process for District.
- Potential delivery in Crawford County. Preliminary stage of discussion.

4. Board and Committee Reports

a. [Report of County Council Liaison](#)

None

b. [Report of ERLF](#)

None

c. [Report of Friends of the Library](#)

None

5. Unfinished Business

Review of grammatical updates on By-laws completed by Martha and Julie. Discussed length between terms in Article III paragraph four. Should remain “one term” not one year. Kara motion to approve by-laws, second by Liz. Motion passed- By-laws approved.

6. New Business

New Policy- Public Paging in Libraries –included in agenda

Sheryl presented the new policy to the board. The policy outlines parameters for when the paging system is to be used. Policy also cuts down on amount of paging. It is loud and distracting. Kara motioned to approve policy 585. Quyen second. Motion carried.

Being new to the Erie Community, Karen asked that each Board member identify and facilitate an introduction meeting of a Community member in their District they feel Karen should meet. Please reach out to Karen following meeting.

Next meeting will be in-person at Iroquois Branch Library.

7. Adjournment

Motion by Martha, second by Mary to adjourn the meeting at 12:45 p.m.

8. Appendix

a. [Announcements – attached in agenda](#)

Bill announced reminder of Friends of the Library book sale in the Admiral room beginning February 9.