



Library Advisory Board Meeting

Thursday, April 20, 2023

Via zoom

MINUTES

Members Present: Adam Groves, Kara Murphy, Mary Ann Tempestini, Martha Knuth, Bill Conway, Quyen Aoh

Members Absent: Ann Rosenthal, Trevor Pearson, Julie Boam

Others Present: Karen Pierce, Deana Cooper, Diane Chido, Sheryl Thomas

1. Call to Order

Bill Conway called the meeting to order at 12:15 p.m.

2. Approval of Minutes – February 16, 2023

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

3. Library Reports

a. Staff reports- John Euliano

John presented on CareerOnline High School. Presented the program guide for Public Libraries. Open discussion regarding additional local sponsors with identified career paths.

b. Report of Director

Karen provided her report in agenda.

c. Review of Financial Report- Deana

Reviewed budget after first quarter. On target as forecasted. Overtime line appears over spent due to modifications in Attendance on Demand. All Sunday hours being deducted in Overtime expense line. This will have to be manually adjusted monthly going forward,

d. Statistical and Other Reports-Sheryl

Statistic report included in packet. Door count at Blasco in March is the highest it has been since February of 2020. Lincoln and Digital collections have exceeded previous years since 2015.

e. Report of District Consultant

Jessica Church provided the report of the District Consultant in the agenda. She was not present to report anything further.

Karen -meeting on May 4 to discuss negotiated agreement for 2023-2024 District budget. Submitted Annual report to state.

Martha brought up additional deliver driver from District report. Karen explained how we currently mail interlibrary loans to all Crawford County Libraries. Adding a driver for Crawford would benefit all locations and expedite delivery.

Diane suggested reaching out to local car dealerships about donating vehicle for naming rights. Karen will pass suggestion along to Jessica.

4. Board and Committee Reports

a. Report of County Council Liaison

None

b. Report of ERLF

Diane Chido presented the Foundation. The Foundation attended a United for Libraries webinar last month. She discussed grant opportunities for the smaller libraries in Erie County. Libraries Transforming Communities Grant. Making small and rural more accessible within their communities. These grants range from 10K to 20K. Rural communities with a population less than 3,000. Applications for these grants open in the fall. Funds to be used for programming, library facilities and services.

Attended another webinar educating the importance of have a full profile on Candid. A platform for nonprofits and networking with donors. Foundation in process of updating job descriptions within organization. Development Director will be tasked to establish account and gain all levels of transparency within profile. These levels complete profile. Friends currently have a profile but may want to review for completion. Diane will send out link for recorded webinar to review.

Millcreek Branch update- Foundation in final stages of meeting with Doug Smith to finalized Millcreek location.

c. Report of Friends of the Library

Bill reminded everyone of upcoming Book Drive at Blasco on Saturday, April 29. Book sale is May 4-May 6.

5. Unfinished Business

a. None

6. New Business

a. Policies-

Sheryl presented two policies up for review. Sheryl presented policy #652 Wireless Access. Language was updated to reflect updated information to include Bookmobile.

Martha -Motion to approve policy, Mary Ann second- motion passed

Policy #651 – Request for removal of policy for Computer Training Lab. Space is not used as identified in policy. Recently refurbished space. Looking to include space in updated rental policies for Blasco.

Motion to remove- Martha, second- Quyen- Motion passed

Next meeting will be via zoom..

7. Adjournment

Motion by Quyen, second by Martha to adjourn the meeting at 1:02 p.m. There will be a tour of the Iroquois Branch following the meeting.

8. Appendix

a. Announcements – attached in agenda

Bill reminded everyone of meeting being at Lincoln next month.

Bill also announce that next Tuesday, April 25 is National Library Workers Day.

Karen- Friends are looking for volunteers to help at the Book Drive on 4/29.