



Library Advisory Board Meeting Wednesday, November 20, 2024 9:00am via zoom

MINUTES

Members Present: Adam Groves, Kara Murphy, Quyen Aoh, Mary Fischer, Kim Grove, Mary Howells

Members Absent: Annie Rosenthal

Others Present: Jessica Spitulski, Deana Cooper, Bethany Lenda, Jessica Church, Alyssa Johnson, Mary Beth Nawrocki, Kathleen Horan

1. Call to Order

Meeting called to order by President 9:02a

2. Approval of Minutes – September 18, 2024, October 16, 2024

Kara motioned to approve September and October minutes, Adam second. Motion passed

3. Public Comment (Limit to 15 Minutes)

No public comment

4. Library Reports

a. Staff Report- Bethany Lenda,

Bethany gave her library background of 8 years as a clerk. Previous career opportunities were limited. Shadowed librarians anytime were at branches to get more out of the job. Learned as much “hands on” experience as she could. Was very happy to see new opportunities for internal growth with the re-organization of the library. She applied for a Library Assistant position and was offered the position. Truly happy to be at Blasco and is loving what she’s found in her new position.

b. Winter Reading Program and Branch Open Houses- Alyssa Johnson.

Alyssa shared a presentation and visuals for the 2024 Winter Reading Program. Due to the success of the Summer Reading Program, the library wanted to keep the reading momentum going with a Winter Reading Program. The program will launch December 2 with weekly prize drawings to keep the community engaged. We will use data collected from this program to help develop our 2025 Summer Reading Challenge.

The branches will host an open house in early December to highlight what each have to offer. Each location will have a special themed storytime along with additional programming and drop in crafts. There will be a Library 101 where patrons can learn an overview of Hoopla. The events will be family friendly. All board members are encouraged to stop in during the open houses.

c. Report of the Director- Jessica Stefano

DCED Grant Update- Jessica provided a brief update on the DCED grant to renovate the children’s library. We are in the preliminary stages of the grant. Official contracts will be completed by end of 2024. There will be a survey after the first of the year for public input on the layout of the children’s library.

DCED Local Share Account Statewide Grant Application- the Library in conjunction with the Department of Planning is applying for a Local Share Account Grant on behalf of the County to update the H.O. HIRT Auditorium. Both AV and lighting are antiquated and need updated with current digital technology. Systems are unreliable and replacement parts are almost impossible to find. The grant deadline is 11/30. We will not hear until next fall if it is awarded.

Library Reorganizational updates- There are three remaining positions open at the library. We are in the interview stages for the Asst. Director of Literacy, a Librarian position is posted and we are in the process of filling clerical vacancies for internal promotions. There was a question about HistErie recently so Jessica informed the Board that plans are already under way for the 2025HistErie event. It will resume this coming year.

Statistical and Other Reports- Deana Cooper

Statistics provided in agenda and reviewed. Mari asked if stats for research questions are kept. Would like to see more stats outside of circulation.

d. Review of Financial Report- Deana Cooper

Fourth quarter is historically a larger spending time with contractual renewals. New branch copiers are ordered along with new periodical shelving. We are also looking to purchase credit card readers for all service points. This service is still in the discussion phase but we hope to start at Blasco and then roll the new process out to branches in 2025.

Review of District Consultant

Provided in agenda.

5. Board and Committee Reports

a. Report of County Council Liaison- Councilman Horton

No report.

b. Report of ERLF-

No report

c. Report of Friends of the Library- Kathleen Horan, Karen Miller

October sale had good attendance.

6. New Business

a. 2025 Slate of Officers

Officer nominations: Quyen and Kara nominated Adam for President, Adam nominated Mari Howells for Vice President, Kara and Mary Fischer were nominated for Secretary. An electronic vote will occur before next meeting. Deana will send results to President to announce at next meeting.

7. Adjournment

Kim motioned to adjourn, Kara second -Meeting adjourned 9:56a.

8. Appendix

- a. Announcements – Next Board meeting will be Wednesday, December 18 at 9:00am via zoom