



Library Advisory Board Meeting

Monday, November 17, 2025

12:30pm via Zoom

MINUTES

Members Present: Adam Groves, Mari Howells, Kara Murphy, Sarah Bennett, Mary Fischer, Kim Grove, Jennifer Kubiak, Quyen Aoh

Members Absent: Annie Rosenthal

Others Present: Deanna Cooper, A.J. Rao, Alyssa Johnson, Anitra Gates, Jessica Church, Karen Miller

1. Call to Order

Meeting called to order by President at 12:32pm; Quorum reached.

2. Approval of Minutes

Sarah motioned to approve the September minutes. Mari seconded. Motion passed 8-0.

3. Public Comment (Limit to 15 Minutes)

No public comments

4. Library Reports

- [Report of the Director- Deanna Cooper](#)

- Libraries will be closed at 5pm on Wednesday, November 26, closed November 27-28, reopening on November 29.
- Blasco closed on Sunday the 30th

Construction updates

- Installation for stair adhesive on Wed 26th after 5pm.
- Speeding on Front Street. Concerns for safety. Additional signs and cones were added. Blinking crosswalk lights are still on order, expected by end of year.
- Children's Library Construction project underway –
 - All prelim meetings with architect completed
 - Project is with cost estimators – expect estimates before Thanksgiving.
- HIRT Grant application – application process until budget was resolved, awaiting results from state

- Staff Reports –
 - i. Deanna Cooper (Summer programming)
 - Erie Makes Week – 30 programs happening in the idea lab (links included in agenda email)
 - Battle of the Books – High School students team event, registration due by November 28.

- Review of Financial Report- Deanna
Tying up loose ends, wrapping up end of year. On target with 83 % of total budget.

- Statistical and other Reports- Deanna
Reviewed statistics provided in agenda.

- Review of the District Consultant- Jessica Church
Budget passed, increase in state aid.

5. Board and Committee Reports

- Report of County Council Liaison- Councilman Horton
No report.

- Report of Friends of the Library- Karen Miller
 - Mini sale in October was a success despite the construction.
 - Next mini sale will be in February
 - Membership drive will be opening

- c. Report of ERLF- Mark Inscho
No report

6. Unfinished Business-

- Vote for slate of Officers for 2026, effective January 1, 2026.
 - Mary Fischer – President
 - Mari Howells – Vice President
 - Quyen Aoh – Secretary
- Kim Grove motioned to approve the 2026 slate, Jen Kubiak seconded, motion passed 8-0.

- Annual Workshop Session
 - i. Planning to be held in Q1 (Late Jan / early Feb)
 - ii. Commonwealth Libraries to present in person

7. New Business

Selecting the day of week and time of day for advisory board meetings in 2026.

Quyen motioned to keep the day and time of the meetings as the 3rd Monday of every month at 12:30pm, Sarah seconded, motion passed 8-0.

(May and September are in person meetings. May at Blasco Library, September meeting will be at a branch library location, to be decided in a future meeting)

8. Adjournment

9. Kim motioned to adjourn the meeting. Mari seconded. Motion passed 8-0.
Meeting adjourned at 12:51.

10. Appendix

- a. [Announcements](#) – **see agenda**