



Library Advisory Board Meeting

Monday, April 20, 2026
12:30pm via Zoom

MINUTES

Members Present: Adam Groves, Mary Fischer, Quyen Aoh, Sarah Bennett, Kim Grove, Jen Kubiak

Members Absent:

Mary Howells, Lauren Shoemaker

Others Present: Deana Cooper, Alyssa Johnson, Anitra Gates, Karen Miller, Tammy Blount, Jessica Church, Matthew Yaw, Jessica Spitulski

1. Call to Order

Meeting called to order by President at 12:31p

2. Approval of Minutes- March 16, 2026

Sarah motioned to approve minutes, Adam second. Motion passed 6-0

3. Public Comment (Limit to 15 Minutes)

No public comments

4. Library Reports

- Report of the Director- Jessica Spitulski

- Upcoming Library Closures
 - Staff Training Day, May 13- all locations open at 1pm.
 - Memorial Day closure Sunday and Monday
 - Children’s Renovation Update
 - General Contractor Bids is currently open. Closes on April 22 at 12pm.
 - Children’s renovation progressing; collection successfully relocated and fully accessible in temporary space. Construction anticipated soon; furniture bid forthcoming.
 - April 17 collection move
 - HIRT Auditorium- HIRT Auditorium remains unusable; currently used for limited storage.
 - National Library Week-County Executive to visit during **National Library Week** for proclamation and Storytime.
 - Strategic Planning Process- Strategic planning advancing into draft phase; materials expected within 1–2 months.
 - Staffing Updates- Delivery driver retirement noted; position filled via internal transfer
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- Staff Reports – Alyssa Johnson
 - Earth Day Week included distribution of **500+ trees** to branches.
 - **KIS Series** registration open with tours and site-based programs.
 - **Summer Reading** registration open; Buyers Music Grant awarded to support expanded music programming.
 - First-year **Teen Job Fair** deemed successful; event to be repeated earlier next year.

- Continued collaboration with Mayor’s Office and Erie City School District around youth literacy and “Summer of Reading.”
 - **Review of Financial Report- Deanna**
Reports provided
- March financials reviewed; spending within expected first-quarter ranges with no concerns.
 - **Statistical and other Reports- Deanna**
Report provided in the agenda
- Declines noted as consistent with reporting changes and broader trends.
- **Parking:** Ongoing patron concerns addressed through planned signage, outreach, and coordination regarding overflow parking.
 - **Review of the District Consultant- Jessica Church**
- District Negotiated Agreement (2026–27) in effect.
- Shared district materials being redistributed to member libraries.
- State budget expected to be delayed; library funding is anticipated to remain flat.

5. Board and Committee Reports

- **Report of County Council Liaison-**
No report.
- **Report of Friends of the Library- Karen Miller**
No Report
- c. **Report of ERLF-**
No report

6. Unfinished Business-

None

7. New Business

Laptop Policy Revision

- Motion to approve revisions passed unanimously.
- **Motion:** Mary
- **Second:** Kim

8. Adjournment

Kim motioned to adjourn, Quyen second- Meeting adjourned at 12:57pm

9. Appendix

a. **Announcements – see agenda**

- **Next Meeting:** May 18, 2026 at 12:30 PM, in person at Iroquois Branch (virtual option available).
- **Friends Book Drive:** April 25 at Flo Fabrizio Ice Arena.