

**MINUTES OF THE MEETING OF THE  
ERIE COUNTY PUBLIC LIBRARY ADVISORY BOARD**

**THURSDAY, January 17, 2008  
Admiral Room, Blasco Memorial Library**

**CALL TO ORDER:**

SUSAN OTTAWAY, Board President, called the meeting to order at 12:08 p.m.

**MEMBERS PRESENT:**

Susan Ottaway, Sr. Kathleen Blair, Kathy DeSante, Jeanine McCreary, Pete Ogden, Barbara Wingerter.

**MEMBERS ABSENT:** Amos Goodwine, Helen Grande, Mary Theiss.

**OTHERS PRESENT:**

Library: Margaret Stewart, Library Director, Joan Duke, Anthony Keck, Diane Chlebus

Friends of the Library: Robert Gallivan

**APPROVAL OF MINUTES:**

Pete Ogden moved to approve the minutes of the December 20, 2007, meeting.

Kathy DeSante seconded the motion.

APPROVED by unanimous vote.

**FRIENDS OF THE LIBRARY REPORT: (Robert Gallivan)**

Bob Gallivan reported that the Friends of the Library romance paperback sale is scheduled for February 15, 16, and 17.

This year's sale will include some newer hardback fiction books.

**REVIEW OF THE FINANCIAL REPORT: (Margaret Stewart)**

The financial report ending 12/31/07 has not yet been received. Following the accrual accounting method, the library will continue to pay 2007 invoices through the end of next month as well as expenses for the year 2008.

**REPORT OF EXECUTIVE DIRECTOR: (Margaret Stewart)**

Margaret introduced Joan Duke, the new Blasco Library Coordinator, who replaced Mary Rennie. Mary Rennie replaced Loring Sumner, Branch Coordinator, who retired in December.

Margaret announced that the Gates Foundation awarded technology grants to ECPL for the Edinboro and Iroquois branch libraries. Because of the newer computer equipment at the main library, Blasco did not meet the criteria for this two-year grant.

ECPL Foundation continues its capital fund solicitation. Barb Wingerter inquired about the publicity of this fundraising campaign. A press release was distributed to two local newspapers which will help promote awareness. As for the actual construction of the facility, the Foundation is awaiting DEP approval before the West County Branch building may begin.

**STATISTICAL AND OTHER REPORTS: (Joan Duke)**

Joan noted the continuing trend, with December circulation statistics showing a decrease in the main library's circulation, with a steady increase at the branches. Throughout December, circulation was down but patrons visiting the library were steady. Joan commented that the main library is very busy with visitors, many who use the Internet lab.

**REPORT OF DISTRICT CONSULTANT (Tony Keck)**

Tony reported the County grants to Erie County independent libraries increased to \$160,617. The reimbursement is based on their service area population, now totaling \$4.52 per capita (formerly \$3.11). This additional funding is a result of some of the gaming revenue.

A district meeting to discuss implementation of the marketing plan developed by Strategy Solutions will be scheduled for next month.

Margaret, Bob Gallivan and Tony met with newly-elected County Council member Phil Fatica. This orientation meeting went very well.

The Governor's proposed budget will be released early February and Tony will apprise the board regarding State Aid at next month's board meeting.

Margaret met with Sean Wiley to discuss options regarding the ongoing security issues at the Blasco Library. Kathy DeSante spoke to a county council member, voicing her concerns about the security problems and the situations library employees deal with when working with the public. Margaret will meet again with Mr. Wiley, hopefully to arrange for some type of security firm to deal with these problems.

This past July, a man exposed himself in the library. The patrons victimized were afraid to testify. This individual has been permanently banned from all library outlets and the police will be called if he should try to enter the facility.

### **UNFINISHED BUSINESS**

#### **Collection Development Committee**

Margaret distributed the draft policy to Sr. Kathleen and Kathy Desante (Amos Goodwine's will be mailed). This committee will review the document and are scheduled to meet with Margaret and Joan at 11:00 a.m. on 2/21/08, before the February board meeting.

#### **Staff Recognition**

Sr. Kathleen commented that the library board should consider making a donation to the ECPL Foundation in honor of Loring Sumner, the library branch coordinator who recently retired. After discussion, it was agreed that a letter of appreciation will be sent to Loring instead.

### **NEW BUSINESS**

#### **Reorganization of officers - election**

Margaret explained that election of Library Board Officers should have been held at the November 2007 meeting. After discussion, Susan Ottaway offered to serve as President for another year and Jeanine McCreary agreed to serve as Vice President.

### **MOTION TO APPROVE RE-ELECTION OF OFFICERS**

Kathy DeSante moved to appoint Susan Ottaway as Board President and Jeanine McCreary as Vice President through November 2008.

Sr. Kathleen Blair seconded the motion.

APPROVED – by unanimous vote

ADJOURNMENT - Adjourned at 12:38 p.m.