

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

THURSDAY, June 19, 2008

Admiral Room, Blasco Memorial Library

CALL TO ORDER:

SUSAN OTTAWAY, Board President, called the meeting to order at 12:00 Noon.

MEMBERS PRESENT:

Susan Ottaway, Sr. Kathleen Blair, Kathy DeSante, Helene Grande, Pete Ogden, Barbara Wingerter.

MEMBERS ABSENT: Amos Goodwine, Jeanine McCreary, Mary Theiss

OTHERS PRESENT:

Library: Joan Duke, Anthony Keck, Diane Chlebus

Friends of the Library: Bob Gallivan

Union City Library Board: Yvonne Stauffer

APPROVAL OF MINUTES:

Barbara Wingerter moved to approve the minutes of the April 17, 2008, meeting. (No Board Meeting in May)

Helene Grande seconded the motion.

APPROVED by unanimous vote.

FRIENDS OF THE LIBRARY REPORT

Bob was pleased to report that the Great American Book Sale, held last week, was a huge success with proceeds of approximately \$27,000.

REVIEW OF THE FINANCIAL REPORT: (Joan Duke)

In Margaret's absence, Joan summarized the financial report ending May 31, 2008. Library administration is monitoring the equipment maintenance line item which is over expended. This line item covers contract expenses for Sirsi, the library's circulation system. The Edinboro Library branch expenditures indicate potential savings since the new location, scheduled to open in the second quarter, will not open until later this year.

Helene inquired about rising fuel costs and the impact this has on the library budget. Tony Keck responded that the increased gasoline costs will definitely have a negative impact.

REPORT OF EXECUTIVE DIRECTOR: (Joan Duke)

Branch Updates

Joan reported that interior construction at the new Edinboro Branch will begin next week. Representative John Evans secured a \$10,500 DCED grant for this construction project.

A redesign of the West County branch library is underway. The construction estimates were higher than anticipated and pledges and donations have been insufficient to fund the 10,000 square foot building. Barb Wingerter voiced her concerns with the plan to reduce the size of the branch, noting that some members of the community are still unaware of the construction fundraising project. She believes the community should be notified of the decision to substantially reduce the square footage.

The Millcreek Mall branch will close on July 5, 2008, in preparation for the move to its new space. The renovation of the new branch is progressing and the space should be completed sooner than anticipated.

Susan Ottaway commented that the outside façade of the new Edinboro Branch Library is absolutely beautiful with the red rustic colors and impressive stone columns.

Security Issues – Blasco Library

Margaret has requested one half time facilities attendant position to assist with coverage at the Blasco Library. County Council's second reading for approval of this new position is scheduled for 7/8/08. Uniforms for the facilities attendants have been ordered and training at Mercyhurst College has been scheduled. Pete Ogden inquired if there was an evacuation plan for a bomb scare. ECPL has developed an emergency evacuation plan, which is posted throughout the library.

Behavioral problems persist at the main library. Patrons hiding in the library at closing, visitors roaming the lobby after hours and most recently, three purses stolen from the Children's area are several of the recent problems.

Child Abuse Reporting Procedures

Libraries are mandated to report any suspected child abuse cases. ECPL has developed a draft policy for the Library Board's review at next month's meeting.

Summer Reading Programs

The 2008 Summer Reading Program *Catch the Reading Bug* began on June 9. Many programs are planned including *Touch a Truck* on 6/26/08 from 2-4 pm. Magicians, singer-songwriters and various craft programs have been scheduled.

Adult patrons reading eight books will receive a blue ECPL tote bag.

STATISTICAL AND OTHER REPORTS: (Joan Duke)

Joan Duke reviewed the circulation report included with the packet. Overall, the report indicates an increase of 8% in circulation. Internet lab statistics indicate heavy usage. The one-hour Internet time limit was implemented at all branch libraries in June.

REPORT OF DISTRICT CONSULTANT: (Anthony Keck)

At the April DLC meeting, discussion focused on the development of a strategic plan for the State Library to be in place when the new governor takes office. Duplication of services between district centers vs. library systems was discussed as well as the shortfall of library funding. PaLA has petitioned all library supports to contact their legislators to ask for their support for library funding for the 2008-09 budget.

The Union City Public Library has hired Barbara Hassain to replace Ruth Cogan, who will retire in August. Albion Library staff has completed training using the Sirsi circulation system.

The next District Advisory Council meeting is scheduled for 6/26/08 in Waterford to plan the implementation of the marketing plan.

NEW BUSINESS

Susan Ottaway attended *Turning the Page*, a conference in Harrisburg sponsored by the Bill and Melinda Gates Foundation. Susan said this was an outstanding conference and offered to share the many handouts she received with all library board members. A popular idea at the conference was that every library needs a story. Packets should be assembled for distribution highlighting the important points about local libraries, explaining the many resources and programs available.

Turning the Page Online is available on the Internet at www.sustaininglibraries.org.

Joan asked the board members present about their availability for the July 17, 2008 board meeting. In the past, the July meeting typically does not have a quorum. After discussion, it was agreed that the July meeting would be cancelled unless the Child Abuse Report Procedures document was completed for review and a vote to adopt the document.

Kathy DeSante encouraged all board members to contact their County Council representatives to garner support for the new half time facilities attendant for the Blasco Library.

ADJOURNMENT - Adjourned at 12:33 p.m.