

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

**THURSDAY, July 19, 2007**

**Admiral Room, Blasco Memorial Library**

**CALL TO ORDER:**

SUSAN OTTAWAY, Board President, called the meeting to order at 12:02 p.m.

**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: Margaret Stewart, Library Director, Anthony Keck, Diane Chlebus  
Friends of the Library – Robert Gallivan

**APPROVAL OF MINUTES:**

PETE OGDEN moved to approve the minutes of the May 17, 2007, meeting  
HELENE GRANDE seconded the motion.  
APPROVED by unanimous vote.

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

Bob Gallivan reported that the Great American Book Sale was a great success. The next book collection is scheduled for 9/8/07 from 10 am – 2 pm on the east side of the Blasco Library.

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

The financial report ending 6/30/07 was reviewed. All line items are within acceptable amounts.

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

The Summer Reading Programs are very busy and well attended. Over 300 children participated in this week's event with Claytopia as the sponsors. Granny's Petting Zoo visit was another huge success. Attendance statistics for all programs will be compiled after the conclusion of the program.

The adult summer reading BINGO program and the book discussions have begun. ECPL received a grant from the National Endowment of the Humanities for the Big Read program for this year's One Book, *The Great Gatsby*.

The wireless network has been installed at Blasco and an August press release is planned. Margaret announced that the new Harry Potter book, *Harry Potter and the Deathly Hallows*, has been received and is being processed for release this Saturday morning at all outlets.

Roth Marz Partnership has been hired as the architect by ECPL Foundation for the Fairview Branch Library. A sign will be placed at the site in Fairview within the next several weeks. A closing date for the Edinboro Branch property should be scheduled in the near future.

LSTA funding for ECPL expires in September 2007. This funding promoted Live Homework Help and established a depository collection at two Erie housing projects. ECPL intends to apply for an additional five year grant and Mary Rennie will prepare a proposal to obtain funding to continue services.

**STATISTICAL AND OTHER REPORTS: (Margaret Stewart for Mary Rennie)**

Circulation statistics will be reviewed next month.

**REPORT OF DISTRICT CONSULTANT (Anthony Keck):**

The marketing study conducted by Strategy Solutions is well underway. All district libraries as well as the District Center will benefit from this study. Liz Fletcher, the program manager, has just completed the employee and patron interviews.

The Plan for the Use of State Aid has been completed and will be submitted next week. The revised Five Year Plan will be submitted by December 2007.

A recent multi-district workshop *Spaced Out at Your Library* was well attended with 52 participants. Chet Szemecki is the new van driver.

The Pennsylvania State budget includes an increase of .3% in state aid to public library, or an additional \$250,000. An ongoing concern this year is the proposed diversion of Key Grant (capital projects) money for other funding. Tony will keep the board apprised.

Susan Ottaway commented that the interviews conducted for the marketing study were very interesting and included a large cross section of patrons. Tony noted funding is designated in the 2008 District budget to implement any recommendations after the marketing study is complete.

**NEW BUSINESS**

**Internet Use Policy #640 Revision**

The following changes were noted:

- Users must use their own library card.
- Cell phone usage is prohibited in the computer lab.

Patrons must register to use the Internet using their own cards. Recently, ECPL has encountered patrons using other's library cards and then using the Internet inappropriately. Library management intends to investigate options to verify patrons' identities for use of library cards in general and when checking out library materials.

Patrons are advised to report lost/stolen library cards as they are liable for items checked out on their cards. Margaret mentioned that some libraries have started using photo identification on library cards and fingerprint identification. It was suggested that signs be posted near the circulation checkout areas indicating patrons should promptly report lost or stolen library cards.

**APPROVAL OF INTERNET USE POLICY #640**

HELENE GRANDE moved to approve the revised ECPL Policy #640 – INTERNET USE.

BARBARA WINGERTER seconded the motion.

APPROVED by unanimous vote.

**4:30 p.m. Closing – Thanksgiving Eve and Christmas Eve**

Margaret asked for the board's approval to close at 4:30 on 11/21/07 and 12/24/07. This request follows past practice.

**APPROVAL OF 4:30 P.M. CLOSING ON NOVEMBER 21 AND DECEMBER 24, 2007**

Kathy DeSante moved to approve closing at 4:30 on Thanksgiving and Christmas Eve.

SR. KATHLEEN seconded the motion.

APPROVED by unanimous vote.

**ADJOURNMENT** - Adjourned at 12:26 p.m.