

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

**THURSDAY, September 18, 2008
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Susan Ottaway, Board President, called the meeting to order at 12:03 p.m.

MEMBERS PRESENT:

Sr. Kathleen Blair, Kathy DeSante, Amos Goodwine, Helene Grande, Jeanine McCreary, Pete Ogden, Susan Ottaway, Mary Theiss

MEMBERS ABSENT: Barbara Wingerter

OTHERS PRESENT:

Library: Margaret Stewart, Library Director, Joan Duke, Blasco Coordinator, Anthony Keck, District Consultant, Ann Randall-Dill, Technology Coordinator, Diane Chlebus
Friends of the Library: Bob Gallivan

APPROVAL OF MINUTES:

Jeanine McCreary moved to approve the minutes of the July 17, 2008.
Helene Grande seconded the motion.
Approved by unanimous vote.

FRIENDS OF THE LIBRARY REPORT (Robert Gallivan)

Bob announced the Mystery and Fiction Book Sale is scheduled for October 30 from Noon – 8 pm, October 31 from 9 am– 5pm and November 1 from 9 – 3 pm. Also, a book collection is scheduled for Saturday, November 1. Jeanine inquired as to the type of books accepted and Bob responded that old encyclopedias, old textbooks and Readers Digest condensed books are the only items that are not accepted.

REVIEW OF THE FINANCIAL REPORT: (Margaret Z. Stewart)

The financial report ending August 2008 was reviewed. Nothing appears out of the ordinary and Margaret continues to monitor all line items.

REPORT OF EXECUTIVE DIRECTOR: (Margaret Z. Stewart)

This year's summer reading program activities were a huge success. The adult programs, too, have become extremely popular with more male patrons attending. Preregistration of large groups permitted more patrons to participate, as did adding a second performance later in the day.

The 2009 proposed budget is due to the County Executive on Monday, 9/22/08. The 2009 budget poses some challenges and Margaret will notify board members as the process progresses. County Council will be presented with this budget on October 1 for their review and input.

Margaret was happy to report that the new Millcreek Mall branch opening was a tremendous success and circulation has greatly increased. The drywall is installed at the new Edinboro Branch library and that construction project is right on schedule. Hopefully, the branch will be handed over to the County in October with a tentative opening day in late November/early December. Susan Ottaway commented that she was very impressed with the new Millcreek Mall branch.

At their meeting today, the ECPL Foundation approved the redesign of the West County Branch construction project and agreed the construction could begin. Hopefully, the frame and roofing will be in place before the winter weather arrives.

The Edinboro Branch Library fundraising campaign is going very well. The West County fundraising campaign continues to struggle and the Foundation is in the process of mailing letters and planning fundraising events targeting the residents of West County.

STATISTICAL AND OTHER REPORTS: (Joan Duke)

Joan Duke reported that overall, August circulation was down 8% partly due to Millcreek's temporary closing. Joan referred to the *Reference & Information Services* report and the number of patrons visiting the Blasco Library in August, which totaled 40,524, reflecting a 4% increase over last year. Electronic resources and digital downloads are extremely popular with significant increase in usage.

The adult patrons taking part in library programs in August totaled 1,581, which is the largest attendance figure ever. The Friends of the Library were recognized for their continuing financial support which makes these public programs possible (refreshments, keynote speakers, informative handouts).

REPORT OF DISTRICT CONSULTANT: (Anthony Keck)

The District received a proposal from Strategy Solutions for a District branding project (logo and slogan to be used by Erie/Crawford libraries). Tony will review the proposal with the district libraries and report back to the board at next month's meeting.

The Cochranon Library is working with Tony Keck to review library procedures. Over the years, the library board assumed increased responsibility for library-related responsibilities. With a new librarian on staff, job responsibilities will be reviewed and rebalanced. Ruth Cogan retired and Barb Hossein has replaced her at the Union City Library. Albion Library's new director is Pat Pochatko.

The DLC is scheduled for later this month and Tony and Margaret plan to attend.

All outlets of the ECPL will be closed on 10/2/08 for a Staff Training Day. Library staff must have six hours of continuing education over a two-year period. Friends of the Library will provide refreshments and lunch that day.

Next week, Margaret and Tony will meet with the Erie County Independent libraries to develop a spending plan for the County Coordination Aid. This year, ECPL is underwriting the telecommunications costs for the shared catalog as well as funding a full-time technology assistant position.

Tony extended condolences to John Brice, Crawford County Administrator, on the passing of his father. Mrs. Brice indicated donations in his memory be made to the West County Branch building fund.

Unfinished Business – none at this time

New Business – none at this time

ADJOURNMENT - Adjourned at 12:35 p.m.