

***MINUTES of the MEETING of the
ERIE COUNTY PUBLIC LIBRARY ADVISORY BOARD**

**THURSDAY, November 19, 2009
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

President Susan Ottaway called the meeting to order at 12:04 p.m.

MEMBERS PRESENT:

Susan Ottaway, Sr. Kathleen Blair, Jackie Breakstone, Helene Grande, Pete Ogden, Mary Theiss Lyons.

MEMBERS ABSENT:

Amos Goodwine, Barbara Wingerter, Jeanine McCreary.

OTHERS PRESENT:

Library: Margaret Z. Stewart, Library Director; Joan Duke, Main Library Coordinator; Anthony Keck, District Consultant, Patrice Berchtold, Executive Assistant.
Friends of the Library: Robert Gallivan.

APPROVAL OF MINUTES:

Pete Ogden moved to approve the minutes of the Library Advisory Board meeting on October 15, 2009. Mary Theiss Lyons seconded the motion. Approved by unanimous vote.

FRIENDS OF THE LIBRARY REPORT (Robert Gallivan)

Bob announced that the Friends held their Mystery and Fiction Book Sale on October 29 – 31 in the Admiral Room of the Blasco Memorial Library. The Friends next book sale will be Romance books for Valentine's weekend. The next book collection drive will be late March or early April.

REVIEW OF THE FINANCIAL REPORT (Margaret Z. Stewart)

The financial statement ending 10/31/09 was reviewed. Margaret reported that overall the budget is looking okay for the end of the year. She is in the process of making some budget transfers for overages in some areas but we should end the year in the black. The budget report was unanimously accepted.

REPORT OF THE EXECUTIVE DIRECTOR (Margaret Z. Stewart)

Margaret referred board members to her report, which she emailed to them. We have seen a 37% increase in circulation at Lincoln since they opened and a 49% increase at Edinboro for the month of October.

The county budget was passed on Tuesday, November 10, 2009 by Council and sent to the County Executive. State aid reduction was 21% instead of 25%, but Council chose to restore Sunday hours at Blasco with this additional money. Some money was put back in collection development. We should spend \$719,624 in collection development for 2010. We will spend \$572,461 which is \$147,163 or 20% less which is proportionate to the reduction in state aid. All other standards are being met. We are still unsure of statewide electronic resource funding, including Power Library, which still has not been approved. This may impact our ability to provide basic online indexes and magazine articles.

We lost our maintenance supervisor Andrew Boyles in the budget process. All of the county maintenance will be headquartered out of the courthouse. We will no longer have any on-site maintenance staff. The budget also eliminated a half-time clerk position in Interlibrary loan due to a reduction from the state in District Aid. We are in the process of implementing Sunday hours and scheduling. This is problematic because people who work 4 hours on Sunday can either get

paid for 7.5 hours or they can opt for a day off during the week instead, which creates a shortage of staff at the branches. The Bookmobile hours are also being reduced so that staff will be reduced from four to two people. Branch hours are also being reduced to: Mon. – Thurs: 10:00 a.m. to 6:00 p.m. Fri. and Sat.: 12:00 – 4:00 p.m.

STATISTICAL AND OTHER REPORTS (Joan Duke)

The board reviewed the latest circulation report, which showed a 9% increase in overall circulation for the month of October. Circulation at Edinboro was up by 49% and up 34% at Lincoln in October. Daily web site hit average was down 15% for October, however, internet usage across the system was up by 7.20%.

REPORT OF THE DISTRICT CONSULTANT (Anthony Keck)

Tony reported that he is waiting on waiver reports. A proposal was submitted regarding how we plan on spending state aid next year. Many libraries throughout the state will not be meeting the state standards for next year.

UNFINISHED BUSINESS

Margaret Stewart announced that County Council did approve Amos and Pete to second terms on the board. Susan's term is up the end of the year and Dave Mitchell is appointing Hiram Daley to replace her. Other appointments may change, however the bylaws state that if your term expires, you may remain until a successor is appointed.

NEW BUSINESS

We had hoped to bring policy reviews to the board for this meeting, however, this will not be completed until the January meeting.

The next Advisory Board meeting is December 17, 2009.

ADJOURNMENT

The meeting was adjourned at 12:55 p.m.