

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

**THURSDAY, December 18, 2014
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Joe Mineo called the meeting to order at 12:05.

MEMBERS PRESENT:

Mary Frances Baugh, Jackie Breakstone, Kathleen Keys, Elspeth Koehle, Christine Matheis, Joe Mineo, Diane Papesch, Mary Scutella.

MEMBERS ABSENT:

William Garvey.

OTHERS PRESENT:

Library: Mary Rennie, Executive Director; Patrice Berchtold, Executive Assistant. Friends of the Library: Marcy Bencivenga.

APPROVAL OF MINUTES:

Mary Scutella made a motion to approve the minutes of the meeting of November 20, 2014. Jackie Breakstone seconded the motion. Minutes were approved by unanimous vote.

HEARING OF CITIZENS: None.

REPORT OF THE COUNTY COUNCIL LIAISON (Ed DiMattio): None.

Ed contacted Mary that he was unable to make the meeting.

FRIENDS OF THE LIBRARY UPDATE (Marcy Bencivenga):

WQLN is still running the 30 second public service announcements about membership to the Friends. Memberships are still being received. The dates for next year's book sales and book collections have been selected and Marcy will have them for the next meeting. The Friends are looking to do more public service announcements for programming and the concerts. Marcy thanked all the board members for all their donations and memberships. Joe Mineo mentioned that the Millcreek Mall Marque will advertise for non-profits so Marcy will contact the marketing department for the mall.

REVIEW OF THE FINANCIAL REPORT (Mary Rennie):

As the year winds down, we are in the December craziness of trying to get all of our invoices paid before the end of the year. We need to at least meet the county transfer. We may end up under spending slightly, but we won't know until all of the invoices have been paid.

REPORT OF THE EXECUTIVE DIRECTOR (Mary Rennie):

Mary stated that she has her evaluation this afternoon with Gary Lee. We would like to get the RFP sent out so we know what the costs will be for the second floor redesign. Our website has a link inviting the public to participate and we tentatively have two public meeting dates scheduled. We will be having one in the evening and one during the day to allow for more participation. The county has been tentative in allowing us to send out the RFP due to the change in Governors and a possible new state librarian. We are slightly above the curve compared to what other libraries are doing, but it won't take long to lose this momentum. Mary spoke at the LEAD Team meeting today which represents 16 different groups regarding economic development. She spoke about the second floor project. Marcy

Bencivenga asked if asset mapping would be a tool that a group like the LEAD team would use. Members of the LEAD team would like to help with the design and committee phase. Ben Pratt suggested that we have special IT equipment such as 3D printers on the second floor that businesses could try out. Other community libraries are looking at us as a model which is encouraging. Staff participation is key along with community partnering. We will also be looking at establishing library service standards.

Joe Mineo spent some time with Phil Fatica and he was very impressed with Mary's presentation and between Ed and Phil, they were able to convince other Council members to move ahead with this project. Mary Scutella also spoke with Phil and he said that Mary's talk convinced Council.

STATISTICAL AND OTHER REPORTS (Mary Rennie):

Overall circulation was down 2% from last November, however, the number of programs offered was up 29% from November, 2014. The bookmobile engine repair is done and they are just finishing up the body work so it should be back on the road by the beginning of January.

REPORT OF THE DISTRICT CONSULTANT (Mary Rennie):

There was discussion at the District Advisory Council meeting how the Independent libraries could participate in the process of the second floor redesign and eventual programming.

REPORT OF COMMITTEES: None

PETITIONS AND COMMUNICATIONS:

There was a newspaper article in your packet.

BOARD DEVELOPMENT AND ACTIVITIES:

Once the RFP goes out and the firm is selected, Mary would like to do a presentation to the Board.

UNFINISHED BUSINESS: None

NEW BUSINESS:

The Blasco Coordinator position has been offered and we are waiting for her to obtain clearances. Hopefully she will start sometime in January.

Thank you to all of the Board members for serving this year!

The next Advisory Board meeting is January 15, 2015.

ADJOURNMENT: The meeting adjourned at 12:43 p.m.