

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

**THURSDAY, May 21, 2015
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Joe Mineo called the meeting to order at 12:03 p.m.

MEMBERS PRESENT:

Mary Frances Baugh, Jackie Breakstone, Kathleen Keys, Joe Mineo, Mary Scutella.

MEMBERS ABSENT:

Dr. William Garvey, Elspeth Koehle, Christine Matheis, Diane Papesch.

OTHERS PRESENT:

Library: Mary Rennie, Executive Director; Patrice Berchtold, Executive Assistant. Marion Gallivan, Friend's of the Library.

APPROVAL OF MINUTES:

Jackie Breakstone made a motion to approve the minutes of the meeting of April 16, 2015. Kathleen Keys seconded the motion. Minutes were approved by unanimous vote.

HEARING OF CITIZENS: None.

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

FRIENDS OF THE LIBRARY UPDATE (Marion Gallivan):

The Friend's are planning the Great American Book Sale which will begin on June 14th from 12-8 at Villa Maria Center Gym. The sale continues Monday-Thursday from 10-8 and Friday from 10-6. Friday is "bag" day. If anyone would like to volunteer to help, please contact the Friends or you can just show up – just make sure to tell "day leader" that you are here to help.

REVIEW OF THE FINANCIAL REPORT (Mary Rennie):

We are about 1/3 of the way into the year and a few of our lines are overspent. The temporary staff line which we use for per-diems is slightly overspent. We have asked managers to watch the use of per-diems. The line for Blasco custodial services is at 45.6% spent which is due to some issues with the HVAC system. Vehicle maintenance, which is the bookmobile should be okay, but we need to replace the steps soon. Iroquois Branch has had a lot of roof and other HVAC related costs. The driveway and parking lot also need to be re-paved.

REPORT OF THE EXECUTIVE DIRECTOR (Mary Rennie):

It has been a very busy month! We had the Idea Lab kick off meeting last week for key stakeholders. Bostwick Design also held two meetings for staff to attend this week. The next step will be to do surveys and schedule public meetings. Tentatively they are set for June 17th and 18th, one in the evening and one during the day, which we will need to advertise. We would like the design phase to begin in July. We have already started expanding the number of programs and classes we offer. We just hosted Comic Con which attracted about 3,000 people. We are working with Innovate Erie to host their design competition at the library. We are beginning to work on other partnerships and have been working with the Innovation Collaborative. There will be an Erie Regional Library Foundation meeting next week. We are still looking at the Millcreek branch options. We are also looking at doing a strategic plan; our current plan expires at the end of this year. We are hoping the Friends and Foundation will split the cost of a strategic plan. In the

meantime, we are going to be looking at the Emerge 2040 Initiative to help give structure to our initiative. We are also studying a regional library approach, which we hope would result in grant funding or other new revenue streams for libraries.

STATISTICAL AND OTHER REPORTS (Mary Rennie):

We continue to look at different ways to track our statistics. We would like to focus on other measures. Our number of programs offered are up, however, attendees was down. Facebook likes continue to increase and we are continuing to look at different ways to utilize our volunteers. Obtaining clearances for volunteers is becoming an issue and we go back and forth on who should pay for them.

REPORT OF THE DISTRICT CONSULTANT (Mary Rennie)

The Board needs to approve the District budget.

REPORT OF COMMITTEES: None

PETITIONS AND COMMUNICATIONS:

There are several newspaper articles to review in your packet. We continue to get a lot of press for our events. The 67 Women/67 Counties kick-off was very well attended. The Artist in Residence program is starting.

BOARD DEVELOPMENT AND ACTIVITIES:

The Idea Lab public meetings will be scheduled for June and the design phase meetings will begin in July. We would love to have you attend any of these meetings.

UNFINISHED BUSINESS: None

NEW BUSINESS:

A motion was made by Mary Scutella to approve the District Services Budget for 2015-16. Kathleen Keys seconded the motion. The motion was approved by unanimous vote.

The next Advisory Board meeting is June 18, 2015.

ADJOURNMENT: The meeting adjourned at 12:53 p.m.