

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

**THURSDAY, January 21, 2016
Admiral Room, Blasco Memorial Library**

CALL TO ORDER:

Joe Mineo called the meeting to order at 12:04 p.m.

MEMBERS PRESENT:

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

MEMBERS ABSENT:

Dr. William Garvey, Elspeth Koehle, Diane Papesch, Trevor Pearson.

OTHERS PRESENT:

Library: Tony Keck, District Consultant; Erin Wincek, Blasco Coordinator; Patrice Berchtold, Executive Assistant. Marion Gallivan, Friend's of the Library.

APPROVAL OF MINUTES:

Mary Scutella made a motion to approve the minutes of the meeting of November 19, 2015. Jackie Breakstone 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):

Marion stated that the Friend's have been working on their annual membership campaign and have developed a new brochure. To date, they have received \$2,600 in memberships. They are holding their annual Romance Book sale on February 11, 12, and 13, 2016.

REVIEW OF THE FINANCIAL REPORT (Erin Wincek):

Erin Wincek is acting in Mary's stead until she returns. Mary has a concussion and has been out for several weeks.

Due to the state budget impasse and county freeze, there is very little activity to report on the Financial Report. We won't know until the end of February what our 2015 budget carry over figures are. We are hoping to be able to spend some of this money.

REPORT OF THE EXECUTIVE DIRECTOR (Mary Rennie):

Because of the state budget impasse, we have been on a spending freeze and had to reduce hours at Blasco and the branches. This freeze was lifted two weeks ago and we will catch up on paying bills and begin ordering again. We also can hire for our many vacancies. We have seven staff starting on 2/1/16 and several other jobs are posted. We will go back to our regular hours on 2/1/16 and Interlibrary Loan services will resume. We are wrapping up the strategic plan and hopefully will have for board approval for February. Bostwick Design presented the Library Master Plan and cost estimate for the redesign to the Erie Regional Library Foundation last week. If we are able to complete the construction all at once while remaining upon, it would take at least a year to complete renovations. The Foundation will be doing fundraising, however, they have not hired a fundraiser yet. Bostwick is

presenting the Plan to County Council on Thursday, February 5, 2016 at the Finance Committee meeting.

STATISTICAL AND OTHER REPORTS (Erin Wincek):

The statistics in your packet were from the end of November and should have included December. Erin did an analysis for year ending 12/31/15 and overall circulation was down 2% which isn't bad since we were closed more and our hours were reduced. However, the number of programs was up 80% from 2014 and we had 86% more attendance.

REPORT OF THE DISTRICT CONSULTANT (Tony Keck)

Tony stated that the State has sent a partial budget and we have received \$277,000 in state aid. We usually receive another payment in January, but we have not heard when we will be receiving this money. Waivers need to be sent in for not meeting number of staff and hours, collection expenditures and local financial effort, all due to the budget impasse. Another area we have not met is items per capita, due to weeding in anticipation of the renovations. This item was not included in the waiver form, so we had to do a separate letter.

REPORT OF COMMITTEES:

There is still one more meeting of the strategic planning committee to be held on February 2nd. The final plan should be ready by the February Board meeting.

PETITIONS AND COMMUNICATIONS: Your packet is full of newspaper clippings!

BOARD DEVELOPMENT AND ACTIVITIES:

UNFINISHED BUSINESS:

- Diane Papesch's second term has been approved.
- Trevor Pearson has been appointed to the Board to replace Christine Matheis. Trevor was unable to attend today's meeting due to being out of town.

NEW BUSINESS:

Mary Frances Baugh made a motion to accept the waivers for not meeting the state standards. Mary Scutella seconded the motion. Motion was approved by unanimous vote.

Jackie Breakstone made a motion to accept the waiver letter. Kathleen Keys seconded the motion. Motion was approved by unanimous vote.

Joe Mineo made a motion for the Library Advisory Board to endorse the ideaLAB project as a public/private partnership to include a plan of action to increase and benchmark the utilization of the created spaces. Kathleen Keys seconded the motion. Motion was approved by unanimous vote.

The Joint Operating Committee approved an increase in rental fees for the Admiral Room and Hirt Auditorium effective 1/1/16. Our branch community rooms have followed the same cost scale. We would like to change our policy to reflect the increase of \$50 for non-profits for up to 12 uses in a calendar year and \$100 per use for private/for-profit groups. Mary Scutella made a motion to accept this policy change. Kathleen Keys seconded the motion. Motion was approved by unanimous vote.

The next Advisory Board meeting is February 18, 2016.

ADJOURNMENT: The meeting adjourned at 12:31 p.m.