

Library Advisory Board Meeting Minutes
Monday, April 20, 2015

Chairman, Dr. Rudy Widman, called the meeting to order at 5:30 PM in the Fort Pierce Branch Library Meeting Room.

Members in attendance: Rudy Widman, Maureen Melvin, Carnelle Clifton and Jewel Player. Also in attendance: Susan Jacob, Library Manager & Nancy Woodfin, Senior Staff Assistant. Absent were Ethel Rowland, Eloise Cummings, Eukeba Jones and Marjorie Harrell.

The minutes from the last Board Meeting dated 01/12/2015 were distributed. A motion was made (Maureen Melvin) and seconded (Jewell Player) to accept the minutes as distributed. The motion passed.

Old Business:

- Library Manager gave an update on Rosser Blvd. Branch. She reported that the design is 95% complete with expected 100% completion in May. The Bid Package is being prepared to go out to bid for the construction and renovation phase. Chairman asked where we are on financials. LM responded that funds are still a little short due to unforeseen expenses, however, Florida Power and Light is preparing a performance based plan which may help make up the shortfall. She also stated that we are still on the list to receive a \$500,000 state grant for Libraries which we should hear about in July.
- Regarding the Law Library space in the new branch, LM reported that the Memorandum of Understanding between the Law Library and the County had passed both the Law Library trustees and our board of county commissioners. A motion was made (Maureen Melvin) and seconded (Jewel Player) to indicate that the Library Advisory Board is aware of the Memorandum of Understanding between the Library/St. Lucie County and the Law Library, and that the document is accepted as written. The motion passed.
- LM gave an update on patron access to the e-library. She reported that the Library shares a server with the Clerk of the Court and that the server is backed up between midnight and 5:00 am every night except Sundays so it is not available to patrons at those times. LM stated that having its own server is something the Library and the IT department would be working towards in the future.
- Library Patron Code of Conduct sample, with the changes suggested by the board incorporated, was distributed. A motion was made (Maureen Melvin) and

seconded (Jewel Player) to accept the Code of Conduct as presented. The motion passed.

New Business:

- LM reported that the Library's budget requested for FY 16 is \$4,506,093.00, a roughly \$900,000 increase over last year. She explained that this was due to 18 new staff positions necessary to open Port St. Lucie and Hurston Branches 5 days a week instead of 3, and to staff the new Rosser Location being open for the last 3 months of the fiscal year. This would increase the library staff from 46 to 63. A motion was made (Jewel Player) and seconded (Maureen Melvin) to accept the budget proposal as presented. The motion passed.

Friends of the Library Report:

- Carnelle Clifton reported that the Friends held their Volunteer Appreciation Luncheon today and that it was a very nice event with over 70 people in attendance. Ms. Clifton also reported that the book donation project honoring Lucille Howard and Allen Miller is now complete and letters have been sent to the families. She said that the Friends will be helping out monetarily again this year with the Library's Summer Reading Program as well as with the Rosser Blvd. Branch project.

Library Managers Report:

- LM reported that the Volunteer Luncheon held today honored the Library's 70 active volunteers who donated 6,207 hours at a savings of \$131,836.68 to the county.
- LM reported that all of the final documents for the \$500,000 grant have been gathered and submitted.
- State aid allotment for this year in the amount of \$122,357 has been received and we have made both payments to IRSC for the Pruitt Campus joint use facility. The increase in state aid this year allowed for \$12,000 additional each in AV (DVDs) and in e-books.
- LM stated that the agreement for the joint use library with IRSC is up on June 30, 2015. We have a draft of a new agreement. It will go to the college Trustees in May and before our Board in June. So far everyone is still on board.
- LM reported that the Summer Reading Program begins June 6. She distributed flyers marketing the program.

Board Comments:

- Rudy Widman commented that a good way to reach students is through social media, like facebook. He said that it is effective for informing the community about our various programs. He pointed out that St. Lucie County has recently developed a presence on facebook and showed members a photo posted on the county's page of today's volunteer event. He asked that everyone spend some time looking at pages from other libraries and bring their thoughts on the subject to the next meeting.

Next meeting scheduled for July 20, 2015 at Fort Pierce at 5:30 PM.

The meeting was adjourned by Chair, Dr. Rudy Widman, at 6:20 PM.

Minutes approved by Library Advisory Board on July 20, 2015.