

Library Advisory Board Meeting Minutes  
Monday, July 20, 2015

Chairman, Dr. Rudy Widman, called the meeting to order at 5:34 PM in the Fort Pierce Branch Library Meeting Room.

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

The minutes from the last Board Meeting dated 04/20/2015 were distributed. A motion was made (Eloise Cummings) and seconded (Maureen Melvin) 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 98% complete. The construction bid process is happening now. The estimated opening date is October 1, 2017 (FY 18). SLC was awarded a \$500,000 construction grant by the State of Florida. To keep the grant we must be under bid no more than two years from the grant agreement execution. LM reminded the board that the funds to run Rosser would be \$650,000 to \$700,000 per year. We would need three month lead time to staff up and prepare for opening. \$125,000 would need to be budgeted for those three months.
- LM gave an update on the Law Library at Rosser. Under the terms of the MOU signed by both parties, the Law Library transferred \$30,000 payment to our Library to cover the initial part of their renovation. Upon completion of renovations there is a possibility of them contributing up to an additional \$25,000.
- Regarding the Library's FY16 budget, LM said that the 7/21/15 BOCC meeting will determine if there will be a millage increase in the county that would allow for the unfunded requests to get funded. This would include the additional hours of service for Port St. Lucie and Hurston Branches.
- Library Patron Code of Conduct sample with the additional paragraph added by the county attorney was distributed. A motion was made (Eloise Cummings) and seconded (Eukeba Jones) to accept the Code of Conduct with the modification as presented. The motion passed with one nay vote (Ethel Rowland).

New Business:

- LM reported that State Aid to Libraries was voted on by the Legislature and the amount we would receive had decreased this year. Our allocation is \$96,021, down about \$26,000 from last year's \$122,357. The reduction will likely result in less e-books being purchased this year. LM noted that the bulk of the state aid money goes towards funding the joint use arrangement at Pruitt Campus Library. LM provided a handout that outlined what other counties in the state have received this year.
- Discussion was held about the Library's presence on Facebook. The county's page was shown along with sample pages from other libraries in the state. Rudy Widman said that he would like to see the Library have its own page. LM explained that currently Erick Gill and the county press team are responsible for the county's Facebook page. They include Library content in the page and will put as much of our content in as we can send them. It was brought up that should the Library have its own page, there would need to be staff dedicated to content and hours committed to keeping the page updated.

A motion was made (Rudy Widman) and seconded (Eloise Cummings) to have Library staff look in to the feasibility of the Library having its own Facebook page, independent of the county's page. The motion passed.

- LM talked about Circulation Fines and Fees and distributed a handout that reported what other libraries in the state charged their patrons. She said that revenue from fees and fines in previous years was as follows: 2012 - \$32,000, 2013 - \$31,000, 2014 - \$29,000 and 2015 projected to be around \$25,000. Rudy Widman asked how much it cost the Library to collect on fines. LM responded that the postage is around \$6,000 per year. Going forward we will track how much staff time the process takes. LM commented that Randy Miller, head of Information Systems, is utilizing the SIRSI system to do more in this area by generating email notices for late items. We are also currently campaigning to get more patron email addresses to facilitate this.

A motion was made (Eloise Cummings) and seconded (Eukeba Jones) to research the return on overdue fines and fees and to discuss whether to keep them or not, or to raise them. The motion passed.

#### Friends of the Library Report:

- Rudy Widman talked about the Friends of the Library annual dinner meeting which will be held on November 21, 2015. He reported that the guest speaker will be Dr. Gary Mormino, Social Historian of Florida and Florida Humanities Council Lifetime Achievement winner in 2015.
- The art appraisal of the Backus mural at the Fort Peirce Branch has been done but not yet received from the appraiser.

- Dr. Widman said that the Summer Reading Program which the Friends help to fund is going very well this year. He also said that Jim Wilder, Friends board member and liaison to the Law Library reported that the Law Library is currently working on their 10 year plan.

#### Library Managers Report:

- LM reported that the joint use agreement with Pruitt Campus Library of IRSC in St. Lucie West was approved at a June 2015 meeting. Neither party had requested any changes to the agreement. We are all set for the next 25 years.

LM reported that Summer Reading Program to date has had twice as many participants finishing their challenge as last year.

LM said that Ed Werner's successor, Randy Miller, head of Information Systems. is working out very well. He is helping to tighten up small gaps and we are beginning to consider migrating the Integrated Library System to the cloud. She said that currently we pay around \$45,000 annually for the SIRSI service and we use a county server (the server is down at night between midnight and 5:00 a.m.). Migrating to the cloud would eliminate the need for the shared server and take the Library to an entirely new level of service. The cost would be about \$12,000 more per year. LM is aiming for this change in FY17.

#### Board Comments:

- Ethel Rowland stated that she had friends make some suggestions and comments. One suggestion was to have a coffee shop at one or more branches. LM responded that while it is a great and popular idea, other Libraries that have tried it have had little success in making it profitable. Another suggestions was to have a used book store in a retail space like Indian River and Martin counties do. Maureen Melvin said that donated books do get sold at most of the branches. LM added that some of the donated books are also being sorted for addition into the Rosser collection.
- Ethel Rowland commented that she had noticed on Google Maps that all of the St. Lucie County Library branches have pins except for Hurston. She also asked if we would be doing anything for Banned Book Week. LM replied that last year we did a reading from banned books and will do something similar this year.

Next meeting scheduled for October 19, 2015 at Fort Pierce at 5:30 PM.

The meeting was adjourned by Chair, Dr. Rudy Widman, at 6:40 PM.

Minutes approved by Library Advisory Board on October 19, 2015.