

LIBRARY ADVISORY BOARD MINUTES

June 24, 2019, 5:30 p.m.

**Members Present:** Anne West, Chair, Margie Wells, G.K. Sharman, Susan Kellicut, Raychel Garcia

**Members Absent:** Barbara Hilderbrand, Beverly Courtney

**Members of the Public:**

**Staff:** Christine Patten, Library Services Division Manager

- 1) Ms. West called the meeting to order at 5:30 p.m. and noted that there was a quorum for the June 24, 2019 Library Advisory Board Meeting. The motion was made to accept the official minutes from May 20, 2019 with noted correction to item number seven. Ms. West made a motion, which was seconded by Ms. Wells, and approved by unanimous vote.
- 2) Ms. Patten provided an update to the Library Advisory Board on the policy updates for the County Administrative Code that were pulled from the June 11<sup>th</sup> Board of County Commissioners' Agenda. Commissioner Carey asked to have the items removed due to questions about the Meeting Room Policy. The Library was requesting to update the Meeting Room Policy to limit use to non-profit groups and to include a statement that meetings held in Library Meeting Rooms must be free and open to the public.
- 3) The quotes for shelving and services to create the new Teen Area at the Central Branch came in higher than expected. The Library will need to request an addition \$16,896 in funding from the Friends of the Library.
- 4) The ADA renovations to the Library's public restrooms are moving forward for the East Branch in Oviedo. The County Facilities Division engaged Bentley Architects and Engineers, Inc. to create the plans for the project. The plans will be used for the future ADA renovations at the Northwest and West Branch with identical floorplans. The East Branch will be closed during the renovations which are expected to start in August 2019.
- 5) The Library is exploring adding six stand-alone kiosks that can be used to look-up materials in the book stacks. This would be convenient for customers to find the call numbers for items or to check if an item is available. There would be two kiosks at the Central Branch and one at each of the other branches. The cost is expected to be approximately \$3,600.
- 6) Ms. Patten provided an update on new employees and promotions. Caroline Quintanilla was promoted to the Regional Manager position at the Central Branch following the resignation of Marshall Gensicke. Mr. Gensicke accepted a position as a Reference Librarian with the Pentagon. Ms. Quintanilla was the Assistant Branch Manager at the West Branch prior to her promotion. The Assistant Branch Manager position at the Central Branch was filled by Smiti Gandhi, who was previously a Reference Librarian at Seminole State College. Mikaela Malanga was promoted to the Circulation Supervisor position at the Central Branch following the retirement of Charlene Beamer. Ms. Melanie Zannmiller was promoted to the Assist. Circulation Supervisor position at Central.

- 7) The Library is delighted to announce plans to offer the New York Times online. Library customers will be able to access the New York Times online edition for free through the Library's webpage
- 8) Good of the order
- 9) Next meeting July 29 2019 at 5:30 PM.