

LIBRARY ADVISORY BOARD MINUTES

December 2, 2019

5:33 p.m.

Members Present: Anne West, Chair, Margie Wells, Vice Chair, Susan Kellicut, G.K. Sharman, Beverly Courtney,

Members Absent: Raychel Garcia , Vacant seat **Members of the Public:**

Staff: Christine Patten, Library Services Division Manager

- 1) Ms. West called the meeting to order at 5:33 p.m. and noted that there was a quorum for the December 2, 2019 Library Advisory Board Meeting. The motion was made to accept the official minutes from October 28, 2019 by Ms. West, which was seconded by Ms. Wells, and approved by unanimous vote.
- 2) Ms. Patten provided an update on the renovations of the East Branch public restrooms to meet current Americans with Disabilities Standards. The East Branch Library will be closed during the extensive renovations. The construction began on December 1, 2019 and is contracted to continue until February 28th. The vendor expects the renovations to be completed by the end of January. The renovation includes removing and replacing the plumbing, electrical wiring, fixtures, and tile flooring. Three additional library restroom renovations are funded for FY 2019/20. The Library used social media, web page notices, signage and direct emails to patrons to provide information about the closure and the transfer of items on hold to the Central Branch. The Library began offering expanded outreach services to the East Branch service area with a Pop-Up Library. Stops for the Pop-Up Library include Publix in Tuskawilla, the Town House Restaurant, the YMCA, the Oviedo Store, and the community room at the Oviedo Mall. The Library plans to offer additional story programs and other programming during the closure at the Central Branch.
- 3) The scope was prepared for the redesign and renovation of the Northwest Branch parking lot. The County solicited for bids on the project and the closing date for submittals is the end of December 2019.
- 4) The teen area shelving has a final quote from the vendor, along with additional funding from the Friends of the Library and a purchase order was created.
- 5) The Library has quick catalog look-up kiosk at are going to be installed in each of the branches near the non-fiction sections.
- 6) Good of the order
 - a) Beverly Courtney commended Assistant Branch Manager, Roberta Hendry for her diligent work assembling and troubleshooting a new 3-D printer at the West Branch.
 - b) The Library Advisory Board discussed the funding of the Orange County Public Library which is an Independent Taxing District.
 - c) The Library Advisory Board expressed interest in statistics about the Lucky Day Collections.
- 7) The meeting adjourned at 6:30 PM. Next meeting January 27, 2020 at 5:30 PM.