

LEISURE SERVICES DEPARTMENT

LIBRARY SERVICES DIVISION



Date: June 27, 2011

Time: 7 PM

Attendees: Library Advisory Board
Grace Chewning, Beverly Myers, Jennifer Finch, Regina Bereswill

Seminole County Library Staff
Christine Patten, Library Services Manager
Barbara McCullough, West Northwest Regional Branch Manager
Denise Tate, Library Resource Manager
Ginny Howerton, Public Services Resource Manager

Strategic Plan Consultant
Ginger Corless, HHI Design

Seminole County Attorney's Office
Ann Colby, Assistant County Attorney

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- I. Meeting was held at the **West Branch Library at 245 N. Hunt Club Blvd.** to allow Board members to see Library Branch operations.
 - II. The meeting had a quorum until 8:15 PM. Board Member, Regina Bereswill left at 8:15 PM. The meeting continued without a quorum, an informational presentation was made by HNTB consultant, Ginger Coreless.
 - III. Assistant County Attorney, Ann Colby made a presentation about the Sunshine Laws in Florida and how that applies to Advisory Boards. The presentation included basic requirements of the statute that meetings of public boards or committees be open to the public; and that reasonable notice of such meetings must be given; and minutes of the meetings must be taken. (F.S.286.011) The presentation also included conflict of interest, Form 8B, accepting gifts or anything of value (F.S. 112.313) and other prohibited acts. Voting requirements and public records were also covered in the presentation.
 - A. There was discussion about the written versus audio recording of meeting minutes. There was also discussion about meetings that are held in the Library public meeting rooms but continue past the Library's closing time.

- IV. Ginger Corless, HNTB made a presentation about the Library Strategic Plan. The purpose was to give the Library Advisory Board and staff an update on Strategic Plan. The results of the staff survey were discussed, and the changes that have been made to the Library Strategic Plan framework. There was discussion about the value of public meetings versus a public survey.
- V. The meeting extended past the Library's closing time and so it was decided that staff could send an email to update the LAB on the Library painting and carpeting project.
- VI. The meeting was adjourned at approx. 8:30 PM.
- VII. Next Library Advisory Board Meeting is scheduled for July 25th at the Jean Rhein Central Branch, 215 North Oxford Rd., Casselberry, FL 32707 at 7 -8 PM Conference room #1