



# SEMINOLE COUNTY PUBLIC LIBRARY SYSTEM

## Library Advisory Board Meeting

**Date:** Monday, May 2, 2011

**Attendees:** Library Advisory Board

Ross Pagano

Regina Bereswill

Grace Chewning

Jennifer Finch

Pamela Neal

Absent: George Distler, Beverly Myers

Staff Members

Joe Abel, Leisure Services Director

Christine Patten, Library Service Manager

Beverly McCormick, Central Regional Manager

Barbara McCullough, West Northwest Regional Manager

Denise Tate, Library Resource Manager

Ginny Howerton, Public Services Manager

Gayle Ricci, Senior Staff Assistant, (Employee Academy)

1. Meeting was called to order at 7:02 PM by Chairman, Ross Pagano.
2. Meeting minutes for the February 28, 2011 and March 28, 2011 Library Advisory Board meetings were distributed and reviewed. The motion was made by Grace Chewning to acknowledge the minutes from the March 28<sup>th</sup> meeting. As there was no quorum, minutes were not approved. Grace Chewning made a motion to approve the meeting minutes from the February 28, 2011, which were approved by the Board.
3. Under old business, Christine Patten gave the Board an update on the Long Range Plan. Ms. Patten advised the Board that the consultants were going to use a questionnaire to gain input from the staff and the public, instead of the two public meetings which were originally included in the scope of service. It was felt that questionnaires available at all of the branches would produce broader public input than two meetings held at only two of the libraries.

The Board discussed ways that they could promote the questionnaire among the local governments, including posting a notice on the websites of local governments, and bringing the questionnaire up for discussion at public meetings. Ms. Bereswill noted that she would be attending a Town Hall public meeting for the city of Oviedo and would mention that the questionnaire will be coming soon.

Mr. Pagano asked about when the Long Range Plan was expected to be completed. Mr. Abel said that it was expected to be completed at the end of May 2011 and the Board is asking for an update on the Long Range Plan at the June 2011 Library Advisory Board Meeting.



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4. Ms. Patten gave the Board an update on the Library reorganization and the paint and re-carpeting projects. The Library has been reorganized into Regional Libraries in January 2011 and the role of the Assistant Branch Managers (Senior Librarians) has been strengthened. The County has a project manager hired to help the County develop the scope and to supervise the painting and re-carpeting project for all five branch Libraries. The consultant hired is Andrew L. Brooks, P.E., LEED AP, ZHA. The project is going well and we are expecting to have the painting and re-carpeting beginning in six weeks time and the work should be completed before the end of September 2011.
5. The Library Advisory Board will have an orientation with Ann Colby the Assistant County Attorney on May 16<sup>th</sup> from 7 PM- 8 PM at the Jean Rhein Central Branch, Conference Room 1. The County is making an effort to provide this training for all of the Advisory Boards according to Mr. Abel. The program is expected to be 45 minutes in length and to cover Sunshine Laws in Florida.
6. The Library staff made web pages can be updated by Library staff making them easier to keep up to date. The Library is creating a "6<sup>th</sup> Branch" in having services which can be accessed by Library card holders from their home or office. The Library staff talked about the new online books for children, *Tumblebooks* and the new program to learn languages, *Rocket Language*. The staff demonstrated the Library's new Main Page, Kids' Page, the Boomer Page, and Business Matters.
7. As new business, Ms. Patten briefed the Board on the changes to Library Card Registration which started May 1<sup>st</sup>. Parents getting a library card for their child must have a zero balance on their Library Card and the parent must show Photo Identification. The parent's information will be noted on the child's Library Card record. If materials are lost or there are fines on the child's record, the parent's information will be referred to a collection agency. Children must be five years of age to receive a Library Card.
8. Ms. Patten discussed with the Board the ending of our InterLibrary Loan Service. Ms. Patten reported that the service cost about \$57,000.00 last year including staff salaries to run. Last year, only 610 Library Card members used the service. We were sending out many more items to other city and county libraries than we were being asked to request for our County residents. The service was ended May 1, 2011.
9. Ms. Patten reported that the Library is being asked for e-books by many Library users. The Library has asked the County Purchasing Department to prepare a scope of service and to go out for bid, if necessary. Many libraries are using a company called Overdrive which has software applications that allow users to use a wide variety of devices to download the e-books. The Library would like to offer both e-books and audio downloadables in three months.
10. The Library started Internet Safety Training for minors on May 1, 2011 to meet requirements of the Child Internet Protection Act (CIPA). The younger children will have a computer training program and teens will be offered a booklet about Internet Safety. Parents may waive their child's participation in the training program, and it will be noted on the child's Library record.



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11. Ms. Patten reported that interviews have been scheduled for the East North Regional Manager position and will be held May 16<sup>th</sup> and 17<sup>th</sup>.
12. Ms. Howerton made a presentation to the Library Board about the summer reading program. The Library presents the summer reading program in coordination with the Collaborative Summer Library Program that is funded by the State Library of Florida and federal funds. The themes this year are travel related. For the younger children the theme is "*One World, Many Stories*" and for teens the theme is "*You Are Here*" This year, for the first time, the Library will offer an adult component of the summer library program called "*Novel Destinations*." The teens and adults will be able to read for "Book Bucks" which will be redeemable for a book from the Friends of the Library.
13. The Library Advisory Board discussed whether it would be useful to rotate between Library Branches for Board meetings. Library Advisory Board meeting will be held on the 4<sup>th</sup> Monday of each month regularly. Monday, June 27<sup>th</sup> would be the next regular Board meeting, not including the orientation that will be presented on May 16<sup>th</sup> by the Assistant County Attorney. The Library Advisory Board agreed to meet at the West Branch, 245 N. Hunt Club Blvd., Longwood, FL 32779 for the next meeting on Monday, June 27, 2011. The meeting will be held at the usual time 7 PM-9PM.
14. The Board discussed the need for meetings to be advertised and Ms. Patten will check on having a sign publically displayed in the lobby of the Jean Rhein Central Branch. Staff will check on the availability of public meeting rooms. Meeting notices, agendas and approved minutes are posted on the County's webpage:  
<http://www.seminolecountyfl.gov/>
15. Meeting adjourned at 8:45PM.

**Next Meeting: June 27, 2011 7 PM -9 PM West Branch Library, 245 N. Hunt Club Blvd., Longwood, FL 32779 407-665-1670 (Public Meeting Room at the West Branch Library)**