

Minutes of WFPL Board of Governance Regular Board Meeting  
Monday, February 26, 2024 at 4:00 p.m. CST  
Pensacola Library, 239 N. Spring St., Pensacola, FL 32502

Board Members Present

- Robin Reshard, Library Board of Governance, Chair
- Lori NeSmith, Library Board of Governance, Vice Chair
- Liza Campbell, Library Board of Governance, Member
- Kenneth “Blaine” Wall, Library Board of Governance, Member
- Kathleen Crook, Library Board of Governance, Member

Board Members Absent

- None

Administration Present

- Todd J. Humble, Director Library Services
- Christal Bell-Rivera, Deputy Director Library Services
- Tricia Sheridan, Director’s Aide Library Services

I. Call to Order

- Robin Reshard called the meeting to order at 4:06 p.m.
- Proof of Publication was received.
- The quorum is present.

II. Pledge of Allegiance

- Robin Reshard led the Pledge of Allegiance to the Flag of the United States of America.

III. Public Forum

- John Bullock – no comment

IV. Approval of Agenda

- The agenda was approved.

V. Approval of Minutes

- Ms. NeSmith made a motion to approve the January 22, 2024, minutes. Ms. Campbell seconded the motion. The January minutes were approved unanimously.

VI. Chairman’s Report

- Ms. Reshard congratulated Ms. Campbell on her reappointment and Mr. John Bullock on his new appointment to the Board. She also thanked Ms. Crook for her service to the Board.
- Ms. Reshard was happy to see that the library will be participating in the Books by the Bay event in March.
- Several members stated they would not be able to attend the March meeting. A new meeting date of Thursday, March 21, 2024 at 4:00 p.m. was proposed. Ms. NeSmith made a motion to approve. Dr. Wall seconded the motion. Motion to change the March Library Board of Governance meeting date was passed unanimously.

## VII. Library Director's Report

Director Todd J. Humble spoke about the current state of:

- Brownsville needs the whole second floor replaced with steel. The original construction bid was for 2.2 million dollars and the budgeted amount is 3.1 million from the American Rescue Plan money. Ms. Reshard asked when a full report will be available about the project. Director Humble stated that Facilities is running the project, and they are waiting on word from the contractor for an updated report.
- Another change to the library includes the Westside library opening on Saturdays, which means all seven libraries now operate on the same six day a week schedule. Half of the current business Westside does is managing "holds" and another 20-30% is checking out DVDs. Because of this, the collection was reduced to incorporate the new STEAM space.
- Board Member, Kathleen Crook, joins the meeting at 4:20 p.m.
- Another 22 windows have been identified as needing replacement.
- The new STEM Fabrication Supervisor position is close to being posted.
- Director Humble talked about the update to the annual service goals. We have advertised Genealogy services and business has increased. One of our Genealogy employees was able to assist a patron in identifying a Veteran's unmarked grave in Century.
- Board members requested a quarterly annual service goals report with specific numbers showing our actual impact. The Director's Aide will reformat the report to reflect actual numbers.
- The STEAM team participated in Pensacon and reached almost 4,000 people.

## Fiscal Review

- The budget book has been received from County, but no actual budget has been received. We are waiting on IT and Maintenance for their budget.
- We will have a full budget drafted for the March 21<sup>st</sup> meeting and will send it out ahead of time for members to review before the meeting. The report will include a side-by-side comparison showing the areas we anticipate a potential increase. Ms. NeSmith verifies the March 21<sup>st</sup> meeting will be a complete budget review. Director Humble stated the review by the Board should be done at that meeting so he can turn his budget in during the first week of April like the other departments.

## VIII. Old Business

- No old business to review.

## IX. New Business

- The Rights and Responsibilities policy was reviewed. Ms. NeSmith moved to approve as presented. Dr. Wall seconded the motion. Motion passed unanimously. Director Humble indicated that the policy may need another review if a new law is passed about no sleeping in public.
- The current Bylaw version, Mr. Bullock's version and a draft Bylaw version with Board member's comments were presented. It was decided that Board members would review the most recent versions outside of the board meeting. Additional input is to be submitted to the Director's Aide by March 4, 2024. If any additional input is received, a new draft will be created and emailed to Board members on March 14, 2024.

## X. Open Board Discussion

- Deputy Bell-Rivera honored Ms. Crook for her service to the Board. She extended her thanks for Ms. Crook's time and expert knowledge. Ms. Crook's name plate has been added to the Library Board of Governance plaque and a picture was taken of the current Board members.

## XI. Next Meeting

Thursday, March 21, 2024, at 4:00 p.m. at the Downtown Library, 239 N. Spring St., Pensacola, FL 32502.

## XII. Adjournment – The Chairman adjourned the meeting at 5:30 p.m. and moved to an executive session to complete the Library Director's annual review.