

Approved BOG 07/14/2014 MINUTES OF THE WEST FLORIDA PUBLIC LIBRARY
BOARD OF GOVERNANCE
MEETING HELD JUNE 18 2014 at 4 PM
At the MAIN LIBRARY
239 N. SPRING ST., PENSACOLA FL 32502

Present:

Dr. Rebecca Temple, Library Board of Governance Chairman
Dr. Rodney Guttman, Library Board of Governance Vice Chairman
Dianne Robinson, Library Board of Governance Member
Frances Yeo, Library Board of Governance Member
Lynne C. Tobin, Library Board of Governance Member
Darlene Howell, MLS, Library Administrator
Cynthia Wolfe, MLS, Library Manager

Absent:

I. Call to Order

Dr. Temple called the meeting to order at 4:08 p.m.

II. Invocation

Dr. Guttman gave the invocation.

III. Pledge of Allegiance

Rebecca Temple led the pledge of allegiance to the flag of the United States.

IV. Approval of Agenda

Dr. Guttman moved to adopt the agenda as written.
Ms. Robinson seconded the motion.
The motion carried unanimously.

V. Approval of Minutes

Dr. Guttman moved to approve the minutes of the April 16, 2014 regular meeting.
Ms. Robinson seconded the motion. The motion carried unanimously.

Meeting of May 21, 2014 - No quorum present.

Absences of Dianne Robinson and Dr. Rebecca Temple at May 21, 2014 regular meeting were unanimously excused.

VI. Chairman's Report

Dr. Temple introduced the new Board of Governance member, Lynne C. Tobin. Ms. Tobin shared a bit about her back ground. She has a MLIS and was a school librarian. Also she worked in at the Naval College and with the CIA. After retirement she was a temp at NPR. She moved here and worked for UWF.

VII. Library Administrator's Report

Ms. Howell gave a brief report.

- Ms. Howell met with Jack Brown, new County Administrator. He approved the library's proposed budget which will now go before the BCC on July 8 or 9. She also provided him with copy of WFPL's strategic plan, annual plan, and invited him to attend BOG meetings.
- She reported that we are tying up some loose ends at Legion Field and waiting on the City and County's decision on a grand opening date.
- ILS recommendation will go before the BCC on June 26; we should know something next Thursday and do not expect any problems.
- RFID system will be put out to bid again due to a clerical error.
- Artel has begun installing some of the art work from the Cinco Banderas collection and a reception is planned for July 11th between 5-7 pm.
- The Interlocal agreement for food services at the library will go before the City Council on July 17. If it is approved it will go before the BCC afterwards.
- We will repost for the Public Information Assistant position.

VIII. Friends of the Library Report

Claudine Kriss, President of the Friends of West Florida Public Library offered highlights:

- FWFPL will not meet in June and July. The executive board will meet.
- Friends provided the hanging system for the Cinco Banderas Collection and they will partner with Artel for the reception.
- The quilt made by the Pensacola Quilters Guild was hung behind the reference desk at the main library.
- FWFPL secretary resigned and the Friends will appoint someone to take her place. FWFPL would like the Friend's brochures at all locations
- FWFPL has existed for 41 years. Members found old forms and newsletters. The Friends would like to archive items at the genealogy branch. They estimate that the Friends have donated 2 million dollars to the library over the past 40 years.

Cathy Ingram, President of the Friends of Southwest Branch Library offered highlights:

- FSWBL has 194 memberships. Friends raised \$796 for May.
- FSWBL received a grant from Dollar General for kids and story time. FSWBL purchased t-shirts and gave them to the first 100 kids at the summer reading program kick off. FSWBL purchased a small sound system for the library staff to use. A mosaic display was donated to the SW Branch by local artist Connie Blum
- FSWBL also sponsored many programs this past month, including the summer reading program.

IX. Unfinished Business

Circulation Policy

Dr. Guttman moved to approve the updated circulation policy.

Ms. Yeo seconded the motion.

The motion carried unanimously.

X. New Business

The ILL Policy was discussed. The main challenge with the current policy is the limits. The BOG will look at it closer at the July meeting. The next policy is Library Code of Conduct.

Bookmobile is listed as part of the LOST funds list. The generator in the bookmobile is not working. We are at a point where we are looking at options for the bookmobile. Stats are small compared to other services. Two thousand books per year checked out. The current bookmobile carries 2,300 books and is not handicap accessible. The BOG was provided a handout with examples of bookmobile alternatives including patron self-serve kiosks, vans, and other vehicles. Many questions arose and the BOG recommended that the library look at the options closely including:

- What libraries are using kiosks? Where and how?
- Can we lease kiosks?
- What is the cost of the bookmobiles compared to kiosk or a combination of van, bookmobile and kiosk?
- Are there options for WIFI?

Ms. Howell mentioned possibilities for future library locations per the recommendation of the Blue Ribbon Task Force. Ms. Wolfe displayed a map of Escambia County with current library locations marked, and shared a printed version which showed current locations within a five mile radius. She explained that we are also looking at population density and high traffic areas in addition to other data to determine potential locations. She pointed out the areas of Escambia County that currently have no library service. Dr. Guttman noted there is an overlap of locations. He pointed out the growth is moving toward 9 Mile Rd., Muscogee Rd., and Beulah.

Ms. Howell explained the Museum on Main Street. Mike Lane, Wen Livingston, and David Bryant (FWFPL) went to see the exhibit. It is a rural and hands on exhibit from the Smithsonian museums. The library would like to apply for the grant to have it at the Molino Community Center. The Molino Historical society has agreed to partner.

Dr. Guttman moved to approve the library to pursue the Museum on Main Street grant.

Ms. Yeo seconded the motion.

The motion carried unanimously.

Dr. Guttman contacted FPAN. They are interested in sharing an exhibit here at the main library. The idea is to have an exciting local historical exhibit to draw people into the library. Dr. Guttman and Ms. Howell will meet with FPAN to begin discussions.

XI. Public Forum

David Bryant (FWFPL) mentioned that the bookmobile stats were surprising considering the overall cost of about \$30 per circulation. He suggested the library consider renting a store front for a trial branch on 9 Mile Rd. before building a new branch in the area or to consider locations to "plant" the bookmobile.

Ms. Wolfe mentioned that there are patrons and members of the community who do not know there is a bookmobile. Further discussions with the BOG brought out the marketing aspect of having a bookmobile, and exploring improved promotional activities, and evaluation of stop locations and hours of availability along with usage. The current bookmobile operations are budgeted for next year.

XIII. Open Board Discussion

None

XIV. Future Meeting Schedule and Location

The BOG meeting will move to Monday July 14th, 2014 at 4 PM and will be held at the Genealogy Branch location.

The following meeting will be Monday Aug 11th, 2014 at 4 PM and will be at the Genealogy Branch as well.

XV. Adjournment

The meeting adjourned at 6:00 p.m.

Dr. Guttman motioned to adjourn.

Ms. Yeo seconded the motion.

The motion carried unanimously.