

Minutes of the WFPL Board of Governance  
Regular Meeting held Monday, April 24, 2017  
at the Pensacola Library, 239 North Spring St., Pensacola, FL 32502

Board Members Present:

- Dr. Rebecca Temple, Library Board of Governance, Chairman
- David J. Bryant, Library Board of Governance Member
- Lynne Tobin, Library Board of Governance Member
- Sally Fox, Library Board of Governance Member
- Dr. Carol B. Tanksley

Board Members Absent:

- N/A

Library Administration Present:

- Todd J. Humble, Library Director
- Kristine Crane, Library Manager
- John Shelton, Director's Aide

I. Call to Order

Dr. Temple called the meeting to order at 4:07 p.m.

II. Invocation

Dr. Tanksley gave the invocation.

III. Pledge of Allegiance

Ms. Fox led the Pledge of Allegiance to the Flag of the United States.

IV. Approval of Agenda

- The March minutes were deferred to next month and the agenda was accepted unanimously.

V. Public Forum

- No comments made by the public.

VI. Friends' Reports

- The Friends of the WFPL provided their report to the board. Mr. Bryant also informed the Board the Friends were moving into their new facility.
- The Southwest Friends did not provide a report in time for the meeting.

## VII. Chairman's Report

- The Chairman explained the evaluation that will be used for evaluating the performance of the Director. She also explained the process for submitting the members' evaluation comments. Mr. Bryant also spoke of the need for Mr. Humble to submit his self-evaluation.

## VIII. BoG Manual

- The Board reviewed and edited the Board of Governance Appointments, Board of Governance and Library Personnel Chain of Command, Friends of the Library and library Foundations chapters of the BoG Manual.

## IX. Director's report

- Mr. Humble went over the current budget year-to-date.
- Mr. Humble discussed the statistics for last month.
- Mr. Humble discussed with the Board his plans to issue a school card to every child in school in Escambia County.
- The Director presented his plan to install outside three library locations multimedia vending machines and automated lockers previously approved by the Board for indoor use to allow for 24 hour access. This would require more funds to build structures that will protect the machines from the elements. Ms. Fox made a motion to approve using up to \$75,000 from reserves at the three library sites to weatherize the multimedia vending machines. The motion was seconded by Mr. Bryant and passed unanimously.
- Mr. Humble spoke about the different community centers we are planning on installing locker or vending units at.
- Mr. Humble requested to use LOST IV funds to install solar panels on the Pensacola Library.
- Mr. Bryant made a motion to approve the use of LOST IV funds in the amount of \$200,000 for library kiosk lockers, \$450,000 for facilities, and \$200,000 for technology split up in \$50,000 increments over the next four years, totaling \$850,000. The motion passed unanimously.
- Mr. Bryant made a motion to approve the use of LOST III funds in the amount of \$100,000 for the STEAM outreach vehicle, \$50,000 for kiosks and automated lockers, and \$14,479 for technology. The motion was seconded by Ms. Tobin and passed unanimously.

#### X. Unfinished Business

- In hopes of having expanded library hours throughout the system, Mr. Bryant made the motion that the Board of Governance recommended the Tryon Branch be open on Sundays during the summer of 2017 on a test basis and to be re-evaluated at the end of the summer. The motion was seconded by Ms. Fox and passed unanimously.

#### XII. Board of Governance Elections

- Mr. Bryant was elected as the Chair and Ms. Fox was elected as the Vice-Chair for a term of one year.

#### XII. Open Board Discussion

- Dr. Temple stated the need to address excused absences should be added to the next BoG agenda.
- The Board discussed changing the night of the Board meetings to another evening of the week. The next meeting was changed to Wednesday, the 24<sup>th</sup> of May at 4:00 pm.

#### XIII. Future Meeting Schedule and Location

Next Regular Meeting: Wednesday, May 24th, 2017, 4:00 p.m. at the Pensacola Branch Library, 239 North Spring St., Pensacola, FL 32502.

#### XIV. Adjournment

Meeting was adjourned by Dr. Temple at 8:53 pm.