

Minutes of WFPL Board of Governance Regular Board Meeting  
Monday, July 22, 2025, at 4:00 p.m.  
Southwest Library, 12248 Gulf Beach Highway,  
Pensacola, FL., 32507

Board Members:

- John Bullock, Vice Chair
- Lori NeSmith, Member
- Liza Campbell, Member

Administration:

- Todd Humble, Director of Library Services
- Christal Bell-Rivera, Deputy Director of Library Services
- Tricia Sheridan, Director's Aide

Absent:

- Joyce Hopson, Member
- Kenneth "Blaine" Wall, Chair

I. Call to Order

- Mr. Bullock called the meeting to order at 4:00 p.m.
- Proof of Publication was received.
- Quorum was met.

II. Pledge of Allegiance

- Mr. Bullock led the Pledge of Allegiance to the Flag of the United States.

III. Public Forum

- No public present

IV. Approval of the Agenda

V. Approval of Minutes

- Ms. NeSmith made a motion to approve June 23, 2025, minutes. Ms. Campbell seconded the motion, and it passed unanimously.

VI. Chair's Report

- In Dr. Wall's absence, Mr. Bullock provided a Vice-Chair report.
- Mr. Bullock was very impressed with the Friends of the West Florida Public Library sale and many resources for sale. He thanked the Friends for their hard work.
- Mr. Bullock saw that the City approved the purchase of a new boiler unit, and he is concerned about the unit not being well-kept. Further discussion requested during the Director's report.
- Mr. Bullock was concerned about the multiple library closures due to plumbing and AC issues. It is a double negative in that the library is closed for the people and the negative image. Further discussion requested during the Director's report.
- The state of Connecticut's legislature has now prohibited the purchase of E-books due to the fact that they are expensive and highly restricted on their use. Discussion about E-books and the publishing industry.

VII. Branch Manager's Report

- Vannessa Trask, Branch Manager of the Southwest Library, shared she moved from the Bellview Library to the Southwest Library in December of 2024 and has been with WFPL for three years. Overall, she has worked in public libraries for 20 years in North Carolina and Illinois. When fully staffed, the library has five staff and normally sees 800-900 people each week. They have a drive-thru, are a voting location and currently have a Friends group. They have a large "snowbird" population, and the Sweet Bay Garden Club has created a native plant demonstration garden. Ms. Trask stressed that the Librarian Kaycie Voigt is very skilled at developing programs for all ages of children. Discussion regarding the dissolution of the Friends group.

VIII. Library Director's Report

- Discussion regarding the boiler system. Pensacola was installed in 2021 and Bellview in 2022. Repairs under \$10,000.00 are Escambia County's

responsibility. Director is unaware of the City's schedule for installing the new boiler. We are not an official cooling center.

- Southwest Library's HVAC unit is over 20 years old. The library has offered to buy and have another company install the units.
- Mr. Bullock requests discussion on the "Donations" line item.
- The Friends of the Southwest Library will spend their money on gaming projectors and multiple TVs for the library before dissolving.
- Interviews for the Program and Marketing Coordinator will be held on Wednesday, July 23.
- The Century Branch Manager resigned, and the Brownsville Children's Librarian resigned this morning.
- The Brownsville Library ribbon cutting is Tuesday, August 19, 2025. The Board is requested to be there 30 minutes prior. There maybe a "Children's Day" the Saturday after the opening. Commissioner May has requested 12 people within the community be honored with their image posted on the library windows. Melaine Harrell will be working at the Brownsville Library in the youth area.
- The library is still having issues with Insignia. County IT has taken over working with Insignia to complete the implementation.
- A vacant librarian position has been reclassified to a singing storyteller and this position will supplement the Brownsville Library.
- Deputy Director Christal Bell-Rivera has been working to get credit card readers at all libraires. The automated system issues with Insignia have held this up. There will be no extra charge for processing a credit card transaction.

#### IX. New Business

- Discussion regarding the Circulation Policy. Deputy Bell-Rivera raised the issue about same day or in-house check out cards. Ms. Trask asked about unlocking DVD cases. Ms. NeSmith requested the library administration discuss how to move forward with same day cards and to lay this agenda item on the table for August.
- Deputy Bell Rivera stated that many county employees don't realize they can get library cards, so she recently spoke with HR about highlighting the library in the Escambia County benefits packet.

X. Old Business

- None.

XI. Open Board Discussion

- Ms. NeSmith inquired about Library Card Sign-up month and asked about free library cards. Director Humble stated there would be free cards and the library will be advertising.
- Street Guides from United Way were given to each board member.

XII. Next Meeting

- Monday, August 25, 2025, 4:00 p.m. at the Molino Library, 6450-A Highway 95A, Molino, FL 32577

XIII. Adjournment – Ms. NeSmith made a motion to adjourn the meeting. Ms. Campbell seconded the motion. Mr. Bullock adjourned the meeting at 6:02 p.m.