

Minutes of WFPL Board of Governance Regular Board Meeting
Monday, November 18, 2024, at 4:00 p.m.
Pensacola Library, 239 N. Spring St.
Pensacola, FL 32502

Board Members:

- Lori NeSmith, Library Board of Governance, Chair
- Kenneth “Blaine” Wall, Library Board of Governance, Vice Chair
- John Bullock, Library Board of Governance, Member
- Liza Campbell, Library Board of Governance, Member
- Robin Reshard, Library Board of Governance, Member (Absent)

Administration:

- Todd Humble, Director of Library Services
- Christal Bell-Rivera, Deputy Director of Library Services
- Tricia Sheridan, Director’s Aide
- Susan White, Pensacola Library Manger

I. Call to Order

- Ms. NeSmith called the meeting to order at 4:09 p.m.
- Proof of Publication was received.
- Quorum was met.

II. Pledge of Allegiance

- Ms. NeSmith led the Pledge of Allegiance to the Flag of the United States.

III. Public Forum

- Chiara Chappotin
- Ryan Bissonnette

IV. Approval of Agenda

V. Approval of Minutes

- Ms. Campbell made a motion to approve the October 28, 2024, minutes. Mr. Bullock seconded the motion, and it passed unanimously.

VI. Chair's Report

- Ms. NeSmith thanked the Board and library staff members for their professionalism and tenacity everyday and putting the patrons first.

VII. Library Branch Manager's Report

- Susan White, manager of the Pensacola Library, shared that she has been with the library since 1990. So far, this year, the Pensacola Library has seen over 150,000 patrons. Ms. White also shared they are one of the three voting sites, host four book sales and serve as an AARP tax location twice a year. She considers the library to be "hip and happening". Board Chair asked what her favorite thing and biggest challenge. Her favorite thing is to serve a lot of people. The challenge is helping those who are struggling and need resources. Deputy Bell-Rivera added kudos from the polling staff who said, "she is so amazing. She is here whenever I am here. She must love this place." Director Humble stated Ms. White manages a library that is 52,000 sq ft. All six of the other libraries could fit into just this one library.

VIII. Library Director's Report

- The Board received a written report with the meeting packet.
- The Friends of the West Florida Public Library have \$212,000.00 in their account to put towards projects. They have paid for half of the Brownsville shelving which is roughly \$35,000.00. The contractor will pay for the other half. An additional \$300.00-\$400.00 of Friends money has been spent to reupholster furniture for the Brownsville Library. Construction is expected to end in February 2025 and opening in March.
- The City has had two contractors give estimates for the new epoxy or marmoleum flooring being applied in the area damaged by Hurricane Sally.
- Outdoor musical equipment in the shape of flowers and cattails is expected to be installed at Brownsville. They are pitch-perfect, outdoor xylophone-like instruments designed for general enjoyment but also for those with motion disabilities.
- An occupancy sensor system will be installed in the Brownsville Library. It will alert library staff if someone is upstairs, track use patterns, and provide patron counts without using cameras.

IX. Old Business

- The 2025 Annual Service Plan was presented. Mr. Bullock made a motion to approve the plan. Dr. Wall seconded the motion, and it passed unanimously.
- Deputy Director Bell-Rivera added that beyond the annual programming goals, there is another whole world of things administration is working on like updating for the operations of the library system.

X. New Business

- The Budgeting Board Policy was reviewed. Dr. Wall made a motion to approve with changes. Mr. Bullock seconded the motion, and it passed unanimously.
- The Exhibit Policy plan was reviewed. Mr. Bullock made a motion to approve with changes. Ms. Campbell seconded the motion, and it passed unanimously.
- The 2025 WFPL Policy Review and Meeting Calendar was reviewed. Ms. NeSmith requested that a year-end financial review be added to the December meeting. Mr. Bullock made a motion to approve with changes. Dr. Wall seconded the motion, and it passed unanimously.
- Discussion regarding the Director's evaluation. Mr. Bullock will combine all the Board's feedback. He will send the compiled evaluation to the Director's Aide.

XI. Open Board Discussion

- Ms. NeSmith asked how long the listing has been open for the STEM Branch manager. Director Humble shared about six months and indicated he was going back and forth with HR about the salary. Ms. NeSmith felt the position should go back to the drawing board for a description rewrite. Director Humble shared that the need for someone with industrial arts background to improve STEAM programming needs to remain in the job description; the pay scale is the problem.

Dr. Wall suggested the Friends sponsor the position to meet the salary gap. Director Humble declined the alternate funding idea based on the potential image of favoritism.

- The cooperative statistics report that is sent to the Board is for informational purposes only.

- Ms. NeSmith would like Director Humble to educate the Board on the collection development process in January.
- Ms. NeSmith would like a “Suggest a Title” placed prominently on the home page.
- Next Meeting

Monday, December 16, 2024, 4:00 p.m. at the Tryon Library, 1200 Langley Ave., Pensacola, FL 32504.

XII. Adjournment – Mr. Bullock moved to adjourn. Dr. Wall seconded the motion. Ms. NeSmith adjourned the meeting at 5:46 p.m.