

Minutes of WFPL Board of Governance Regular Board Meeting
Monday, October 28, 2024, at 4:00 p.m.
Tryon Library, 1200 Langley Ave.
Pensacola, FL 32504

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

Administration:

- Todd Humble, Director of Library Services (Absent)
- Christal Bell-Rivera, Deputy Director of Library Services
- Tricia Sheridan, Director’s Aide
- Heather Blankenship, Tryon Library Manager

I. Call to Order

- Ms. NeSmith called the meeting to order at 4:02 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

IV. Approval of Agenda

V. Approval of Minutes

- Ms. NeSmith asked that the minutes be verified as to who made the second motion for approval. Dr. Wall requested the spelling of Friends be corrected. Mr. Bullock made a motion to approve the September 16, 2024, minutes with changes. Dr. Wall seconded the motion, and it passed unanimously.

VI. Chair’s Report

- There are three library early voting locations open, and she praised the staff for their efforts.
- Looking ahead, there is a lot going on in programming and it's impressive in the scope that it covers.
- Requested the written Director's report to continue and for September's report to be include in the minutes.

VII. Manager's Report

- Heather Blankenship, manager of the Tryon Library, shared her management background and that circulation is up by 25,000 items under her charge. Gabrielle, Librarian, has grown the baby and family story time by 50% and the average count for attendance is 53 people. They participate in a partnership with the Early Learning Coalition (ELC) for story hours. The Feeding the Gulf Coast numbers were up 10% from last year. They are trying to introduce more toddler and adult programming. A new program was just launched called "Sensory Saturdays" and 30 people attended. There are no major challenges she is currently facing. She has a great team and they are focused on customer service. Ms. Reshard stated that a volunteer at the library gave her unsolicited praise about the Tryon Library. Ms. Blankenship answered questions from the board.

VIII. Library Director's Report

- The Deputy presented a "year in review". During the Director's report, a member of the public was permitted to interject with a request for sign language classes, training for staff and outreach for the hard of hearing community. Ms. NeSmith requested the Board be able to take a tour of the Brownsville Library during the December Board meeting since the meeting will be held at the Brownsville Community Center.
- Ms. NeSmith requested the board officially recognize Lana Servies for her "Employee of the Month" award and congratulated her. Ms. Campbell commented on the fact that when she searches the catalog for an item, the OCLC records are perfect. The Deputy stated that those records are Lana's work.
- Revenue and expenditures reports were presented.

IX. Old Business

- The mission, vision, and value statements were reviewed. Ms. Campbell made a motion to approve with changes. Ms. Reshard seconded the motion, and it passed unanimously.

X. New Business

- The strategic plan was reviewed. Dr. Wall made a motion to approve with changes. Ms. Reshard seconded the motion, and it passed unanimously.

XI. Open Board Discussion

- Director's Evaluation

Discussion regarding the Director's evaluation. Deputy Rivera refers the Board to the Bylaws for evaluation criteria. Dr. Wall asked for the Director's job description. Ms. NeSmith asked that the evaluation discussion be moved to the November meeting. In preparation for the discussion, all board members are to edit the current evaluation and submit changes to the Director's Aide by Friday, November 8, 2024. A draft evaluation form will be created based on input from the Board. The draft version will be emailed with the BOG meeting packet prior to the November 18, 2024, meeting. Ms. NeSmith also asked that the previous evaluation email be resent along with the job description and Bylaws.

- Mr. Bullock asked if there had been a fulfillment of the policy regarding the book "Not He, or She, I'm Me". The Board discussed and as a result Ms. Reshard requested a review of the August board meeting audio recording. Mr. Bullock stated the board is waiting for the collections policy and the process of appealing library materials from Director Humble. Dr. Wall requested a summary of the process that has been followed thus far. Ms. NeSmith requested the audio recording of the August meeting that pertains to the discussion on "Not He, or She, I'm Me" be brought to the November meeting.

- Next Meeting

Monday, November 18, 2024, 4:00 p.m. at the Westside Library, 1301 W. Gregory St., Pensacola, FL 32502.

XII. Adjournment – Ms. NeSmith adjourned the meeting at 6:26 p.m.