

Minutes of the WFPL Board of Governance
Regular Board Meeting held Monday, March 26, 2018 @ 4:00 PM CST
at the Tryon Branch Library, 1200 Langley Avenue, Pensacola, FL 32504

Board Members Present:

- Dr. Carol B. Tanksley, Library Board of Governance Member
- Dr. Laura Bryant, Library Board of Governance Member
- Dr. Patsy Barrington, Library Board of Governance Member

Board Members Absent:

- David Bryant, Library Board of Governance Chair
- Sally Fox, Library Board of Governance Vice Chair

Library Administration Present:

- Todd Humble, Director
- Kristine Crane, Library Manager

I. Call to Order

Dr. Tanksley called the meeting to order at 4:15 p.m with a quorum present.

II. Pledge of Allegiance

Mr. Humble led the Pledge of Allegiance to the Flag of the United States.

III. Approval of Agenda

- Two items were added under unfinished business and the agenda was approved, as amended, unanimously.

IV. Public Forum

- Karen Cook, Genealogy Branch Manager, was in attendance and introduced.
- Felix Hotard, Network System Engineer, was in attendance and introduced.

V. Friends' Reports

- The Friends' reports were not available at the time of the meeting.

VI. Approval of the Minutes

- No corrections were made to the minutes of February 26, 2018. Dr. Bryant made a motion to approve the minutes, Dr. Barrington seconded the motion, and the minutes were unanimously approved.

VII. Chairman's Report

- The chairman was not present so there was no chairman's report.

VIII. Library Director's Report

- Mr. Humble briefed the Board about the previous month's statistics.
- Mr. Humble briefed the Board about the previous month's finances.
- Mr. Humble discussed to the Board his desire to make WFPL a fine-free library system.
- Mr. Humble presented to the Board the library's 2018-19 Budget. This was the second review of the FY 2018-19 Budget with the requested changes discussed at the February meeting inserted. He explained the additions added, from reserves, to the new members. A motion was made by Dr. Tanksley recommending to adopt the budget changes as presented, including the utilization of \$1,050,000 of reserves. Dr. Bryant seconded and it was passed unanimously. The final amount available for the library materials budget will not be known until the Facilities and Information Technology departments provide their budget requests. All unencumbered funds realized by the actual library MSTU will be placed in the library materials' budget. If these funds do not exceed \$560,000 reserves may be needed to ensure adequate new materials are acquired each month to meet patron demands.
- Mr. Humble briefed the Board about wanting to add a 4th van to the previous month's request. Dr. Bryant made a motion to allow \$150,000 from reserves for 4 replacement vehicles. The motion was approved by all. The wrapping of the vehicles and other accessories, for \$15,000, which was approved last month, does not need to change. Fleet maintenance does not expect the library's last remaining functional minivan that has over 100,000 miles on it to last much longer, and does not justify spending \$3,000 to wrap the vehicle to match the new theme.

IIX. Unfinished Business

- Mr. Humble presented the Interlibrary Loan Policy, with changes. The Board asked for two more changes. A motion was made to approve the ILL Policy with amendments as proposed. It was approved for adoption by all.
- Mr. Humble presented the Privacy Policy, with no changes. A motion was made to approve as presented. All approved for adoption.

IX. New Business

- Mr. Humble spoke about bookmobile stops that we used to make before the Santa Rosa/Escambia split. We will be reaching out to facilities to add new stops with the new route being one stop per month service.
- Mr. Humble discussed finding some old motions that were made during the prior library administration that have not had follow-through. Mr. Humble is working on them, keeping the Board apprised of work.

X. Open Discussion

- Dr. Bryant asked if any new agreement with ECSD will affect us. Mr. Humble will investigate.
- Dr. Bryant asked if we could work with PensaCon. Mr. Humble explained that we have for the past two years in the family area.
- Dr. Bryant asked if we could have quarterly library material return amnesty events, with no punishment, if we go to a No Fines policy. Mr. Humble replied he would like to as our goal is to get our materials back. A no fines library system still has to pursue non-returned materials and excessive damages.

XIII. Future Meeting Schedule and Location

Next Regular Meeting: Monday, April 23 @ 4:00 PM CST at the Southwest Branch Library, 12248 Gulf Beach Highway, Pensacola, FL 32507.

XIV. Adjournment

Meeting was adjourned by Dr. Tanksley at 6:44 pm.