Library Advisory Committee Meeting

155 Corey Avenue

Wednesday, August 18, 2010
2:00 pm

Call to Order
Pledge of Allegiance
Roll Call

AGENDA

1. **Changes to the Agenda**

2. **Approval of Minutes from May 19, 2010**

3. **Election of a Vice-Chairman (postponed from previous mtg.)**

4. **Budget Update <Elaine Edmunds>**

5. **Library Hours; follow-up on Saturday usage data <Phyllis Ruscella>**

6. **What's New <Phyllis Ruscella>**

   a. **Wireless network, Reservation Station, DVD reorg**
   b. **PPLC; possible standardization of fine charges**
   c. **Fall Programming <in progress>**

7. **Open Discussion**

10. **Reports**

11. **Adjournment**

LIBRARY ADVISORY COMMITTEE

MINUTES

May 19, 2010
2:00 PM

CALL TO ORDER

The Meeting was called to order by Vice Chairman Jean Andrews.

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

Mimi Gewanter
John "Ken" Hurley
Barbara Mooney
Jean Andrews, Vice Chairman

NOT PRESENT

Judy Cohan

ALSO PRESENT

Elaine Edmunds, Finance Director
Phyllis Ruscella, Library Administrator
Pamala Prell, Deputy City Clerk

1. Changes to the Agenda

None

2. Approval of Minutes from April 29, 2008

Mimi Gewanter stated that at the "Friends of the Library Chocolate Fest", the Melting Pot came to the Library; this correction was noted.

A motion was made that the Minutes, as corrected, be approved. The motion was seconded and carried by a majority vote.

3. Welcome New Library Administrator

Jean Andrews introduced Phyllis Ruscella to the Committee Members and welcomed her to the Meeting.

4. Elect Committee Chairman; set Meeting Schedule

Jean Andrews was nominated as Chairman; she accepted the nomination.

Mimi Gewanter made a motion to approve the nomination and election of Jean Andrews as Chairman. The motion was seconded and approved by a majority vote.

It was decided that the Committee would postpone electing a Vice Chairman until the next Meeting, due to the absence of Judy Cohan.

It was agreed that the Committee would meet on a quarterly basis and the next Meeting is scheduled for August 18, 2010 at 2:00 PM; the following Meeting will be held November 17, 2010, at 2:00 PM; followed by February 16, 2011, at 2:00 PM.

5. Budget Update

Elaine Edmunds, Finance Director, gave an update on the budget for the FY 2010-2011. There are no changes in personnel for the coming year and there is a 2% pay raise scheduled. Overall, there are no major cuts in Library Hours or the book budget.

6. Activity Statistics & Library Hours

Phyllis Ruscella, Library Administrator, presented a six month view (first six months of the fiscal year). There was a small decrease in library cards and a decrease in circulation. Computer use is down as well as the door count, which all may be attributed to Monday closing.

Ms. Ruscella has made a proposal to re-open the Library on Mondays as a late day; Tuesday a shorter day; Wednesday a longer day; shorten the hours on Saturday to a 4 hour work day, i.e. 10 AM to 2 PM. with staff working a 5 hour day. In her proposal, she has asked for an additional 21 hours of staff time.

A motion was made that the Committee recommend to the City Commission that they approve an additional expenditure of $10,400 in order to re-open the Library on Mondays. The motion was seconded and approved by a majority vote.

Mimi Gewanter asked Ms. Ruscella how they stand on fines; she didn't have the figures with her. They also discussed the cost of photo copies and possibly increasing the rate of the fines.

7. Summer Programming

Ms. Ruscella reported that there is work in progress for June, July & August. They recently purchased a Wii and it has been installed and ready to go; one session for adults and one session for children each week. They just received the list of the "Sunshine State Reading Program". They will be participating in the PPLC program with the "Rays" baseball team this summer. Ms. Ruscella will be meeting with Sharon Smith, Recreation Director, to coordinate summer hours and programs for the children.

8. Open Discussion

Ms. Ruscella stated that she is aware of some renovation plans in the works however she has not had a chance to go over the plans yet.

Chairman Andrews welcomed their newest member, John "Ken" Hurley and asked him to tell them a little about himself.

9. Reports

Chairman Andrews has been going through applications from volunteers and she will have some names for Gary Behnke to go through the approval process.

10. Adjournment

A motion was made that the Meeting be adjourned. The motion was seconded and approved by majority vote.

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Pamala Prell, Deputy City Clerk	Jean Andrews, Chairman

Minutes approved on:_________