

LIBRARY ADVISORY COMMITTEE

MINUTES

December 13, 2012

2:00 p.m.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT:

Jean Andrews, Chairman
Ron Waters, Member
Judy Cohan, Member

ABSENT:

Ken Hurley, Member, excused
John Phillips, Sr., Member, excused

ALSO PRESENT:

Phyllis Ruscella, Library Administrator
Elaine Edmunds, Director of Administrative Services
Rebecca C. Haynes, City Clerk

1. Changes to the Agenda

There were no changes to the agenda.

2. Approval of Minutes

Member Waters made a motion to approve the May 17, 2012 minutes, as written. The motion was seconded by Member Cohan and unanimously approved by an individual roll call vote.

3. Food for Fines Holiday Project – 2012

Library Administrator Ruscella reported the annual holiday project is to encourage patrons to bring food items in lieu of overdue fines for donation to St.

Vincent de Paul Food Bank at St. John Vianney Catholic Church of St. Pete Beach.

4. Proposal For Two Changes In Library Fines

Library Administrator Ruscella has proposed a change in library fines in order to be consistent with the other Pinellas Public Library Cooperative (PPLC) member libraries. The changes are from \$0.15 to \$0.20 a day for regular two/four week library materials and a reduction from \$1.00 to \$0.50 a day for DVDs. This proposal was endorsed by those present and will be brought forward to the City Commission by the Finance Dept.

5. Updates on Budget, Programming and Services

Director of Administrative Services Edmunds informed the members the proposed budget for fiscal year 2012-13 had been approved.

Library Administrator Ruscella reported 'Friends of the Library' makes valuable contributions to the Library and are greatly appreciated.

A program of Holiday Music was presented by a choral group from St Petersburg High School and was attended by approximately 60 people.

The bidding on the Holiday Baskets is going well and they are expecting to make over \$1,000 from the silent auction.

There are presently three I-Pad user group meetings per month at the Library providing assistance for new and experienced users. The Library Administrator is going to work with Stephen Yurcaba, Information Technology Specialist, to increase the number of people who can log on to the Wi-Fi connection. Mr. Yurcaba has also assisted the Library in making changes to their web pages where there are presently over 1,000 people a month logging on seeking the Library info on these pages.

Ms. Ruscella reported that the Library offers an E-Reader Forum on Mondays at 1:00 p.m. with typically 4-6 people seeking one-on-one assistance each week. An increase is expected after the holidays.

Mango, the interactive foreign language database, has been well received and is accessible on-line from the Library webpage.

Lauren, Library Page, created and is maintaining the Facebook account for the Library with good feedback from users.

The contract with Polaris, the integrated online management system used by all PPLC libraries, is set to expire in August, 2013. PPLC is checking out other systems as possible alternatives.

6. Open Discussion

The Library Advisory Board agreed to meet on Thursday, February 14, 2013 at 2:00 p.m.

Member Cohan suggested a police officer be hired for the Saturday events on Corey Avenue due to the lack of parking spaces for Library patrons. She felt a period of 8:00 a.m. to 1:00 p.m. would be sufficient. Elaine Edmunds, Director of Administrative Services, will investigate the possibility of doing this for the upcoming weekend event on Corey Avenue.

7. Adjournment

There being no further business to come before the Committee, the meeting was adjourned at 3:02 p.m.

Attest:



Rebecca C. Haynes, City Clerk



Jean Andrews, Chairman

Minutes approved on: 2-14-2013

Phyllis Ruscella, Library Administrator
St. Pete Beach
Library
November 15, 2012

Elaine Edmunds, Finance Director
City of St. Pete Beach

RE: Proposal for change in fines charges

PROPOSAL: To make the following adjustments to the current overdue Library fines charged for specified types of materials:

<u>Current Charges:</u>	<u>Proposed Change:</u>	<u>PPLC:</u>
Book Overdue, .15 cents per day \$10.00 max	.20 cents per day \$10.00 max	.20 cents \$10.00 max.
DVD Overdue, \$ 1.00 per day \$10.00 max.	.50 cents per day \$10.00 max	.15 cents \$10.00 max.

RATIONALE:

These two changes are being proposed in order to allow all of the Pinellas Public Library Consortium member libraries to have consistency in a county-wide fines structure. Each PPLC Library Director has committed to achieving this uniformity by January, 2013.

OBJECTIVE:

To eliminate the confusion experienced by both patrons and staff when materials are loaned and returned to the various libraries within the Pinellas Public Library Cooperative. Adhering to an agreed-upon standard of fines charges will enable a seamless exchange of materials for our patrons. The decrease in the daily fine for overdue DVDs is intended to encourage returns and therefore perhaps avoid a patron from losing their library privileges by easily exceeding the allowable accrual of fines set at \$10.00.

STAFFING IMPLICATIONS: none

FINANCIAL IMPLICATIONS: gain or lost in revenue is expected to be negligible; however, will be monitored.

PREDICTIVE OUTCOMES/BENEFITS

More consistency for patrons

Fewer patrons forfeiting circulation privileges by exceeding the maximum fine limit

Less disparity for staff (at all PPLC libraries) to get involved in explaining

Sustained current level of revenue with incorporation of recommended adjustments

EFFECTIVE DATE: January 2, 2013, based on approval of the City Commissioners

P1r/11-7-2012