THE SUNSET CAPITAL OF FLORIDA

LIBRARY ADVISORY COMMITTEE MEETING

CITY OF ST. PETE BEACH

155 Corey Avenue
St. Pete Beach, FL 33706

Thursday, September 20, 2018
2:00 p.m.

Call to Order
Pledge of Allegiance
Roll Call

1. **Changes to the Agenda** – Agenda items to be added, moved or deleted will be addressed at this time. Items added will be assigned agenda item numbers and items that are moved will retain the same item numbers. A notation will be made that those items will be taken out of order.

2. **Audience Comments** – Comments shall be limited to three minutes per person to issues not on the agenda.

3. **Action Items**

   A.) Approval of the Minutes of the June 21, 2018 Meeting

4. **Agenda Items**

   A.) Performer's Showcase to be Attended by Librarian
   B.) New Equipment for Improved Program Capabilities
   C.) Upcoming Library Programs

5. Discussion Items

A.) Library Renovation Progress Report

6. Adjournment

APPEAL

APPEAL: **Florida Statutes Chapter 286.0105 Notices of meetings and hearings must advise that a record is required to appeal.** Each board, commission, or agency of this state or of any political subdivision thereof shall include in the notice of any meeting or hearing, if notice of the meeting or hearing is required, of such board, commission, or agency, conspicuously on such notice, the advice that, if a person decides to appeal any decision made by the board, agency, or commission with respect to any matter considered at such meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he or she may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

AMERICANS WITH DISABILITIES ACT: **Florida Statutes 286.26. Accessibility of public meetings to the physically handicapped.** In accordance with the Americans with Disabilities Act and Florida Statutes, persons needing special accommodations to participate in a meeting should contact City Hall at (727) 367-2735 no later than forty-eight (48) hours prior to the meeting for assistance.

Electronic media must be submitted a minimum of 24 hours in advance to cityclerk@stpetebeach.org

The public is cordially invited to attend.

All agenda material is available for review at City Hall.

LIBRARY ADVISORY COMMITTEE

MINUTES

JUNE 21, 2018

2:00 P.M.

CALL TO ORDER

PLEDGE OF ALLEGIANCE

PRESENT:

Judy Cohan, Chairwoman
Steve Traiman, Vice Chair
Kathleen Kennedy, Member
Lance Peterson, Member

ABSENT:

Wendy Holmes, Member

ALSO PRESENT:

Vincent Tenaglia, Administrative Services Director
Rebecca Haynes, City Clerk
Betcinda Kettells, Library Administrator
Mary Jo Murphy, Deputy City Clerk

1. Changes to the Agenda

There were no changes to the agenda.

2. Audience Comments

There were no audience comments.

3. Review the minutes of March 15, 2018

Vice Chairman Traiman requested that Betcinda Kettells' update on the library renovation program be included in the March 15, 2018 minutes.

Vice Chairman Traiman made a motion to review the video portion of the March 15, 2018 meeting and include pertinent reference to the library renovation progress. The motion was seconded by Member Peterson and unanimously approved by a voice vote, (4 yeses – 0 nos).

Rebecca Haynes, City Clerk, gave clarification for the process of action minutes to the committee.

Vice Chairman Traiman made a motion to add as an ongoing agenda item - Library Renovation Progress Report. The motion was seconded by Member Kennedy and unanimously approved by a voice vote, (4 yeses – 0 nos).

4. <u>Election of Chair and Vice Chair</u>

Vice Chairman Traiman asked Judy Cohan to be chair, and Ms. Cohan agreed.

Vice Chairman Traiman made a motion to nominate Judy Cohan as Chair. The motion was seconded by Member Peterson and unanimously approved by a voice vote, (4 yeses – 0 nos).

Member Peterson asked Steve Traiman to be Vice Chair, and Mr. Traiman agreed.

Member Peterson made a motion to nominate Steve Traiman as Vice Chair. The motion was seconded by Chairwoman Cohan and unanimously approved by a voice vote, (4 yeses – 0 nos).

5. <u>Program Presenter / Instructor Fees</u>

Chairwoman Cohan made a motion to always include Betcinda Kettells' comments and reports as an agenda item. The motion was seconded by Member Peterson and unanimously approved by a voice vote, (4 yeses – 0 nos).

Betcinda Kettells, Library Administrator, updated the committee members on the program presenter and instructor fees to be included in the FY2019 budget.

6. <u>Upcoming Library Programs</u>

Ms. Betcinda Kettells gave a general update in regard to the following programs:

- summer reading programs – children and adults
- museum passes programs
- June and July calendars available on the Library web page
- Garfield's Cyber Safety Adventure – learn how to be safe online
- History of the Cuban Sandwich – learn the fascinating history
- Cut the Cord - learn how to cut the cord on your cable and T.V. bills
- African Violets 101- tips for growing violets
- Music Appreciation Series
- Topics in American History Series

Vice Chairman Traiman made a motion to add as a new agenda item the Library Improvements Project Report. The motion was seconded by

Member Peterson and unanimously approved by a voice vote, (4 yeses – 0 nos).

Vince Tenaglia, Administrative Services Director, gave a general update to the board as follows:

- The bathrooms have been completed.
- Community Room - there are various requests to install technological enhancements. Work is being done on an interim basis.
- I-pads were recently implemented.
- Structural components – engineers submitted a preliminary report as to the condition of the structural integrity of the building but still waiting for an estimate.
- PPLC funding money: will utilize the funds for tech equipment.
- HVAC system and roofing: expecting the cost of the various roofing and HVAC issues to be beyond the scope of the current budget. When the proposed budget comes out, there will be a CIP, Capital Improvement Project, item for library roofing and HVAC systems for $400,000.

Vice Chairman Traiman made a motion to accept the Administrative Services Director's report on the library renovation progress and urge the expeditious use of existing funds from the current fiscal year, and whatever funding is approved by the City Commission for the new fiscal year, for the combined HVAC and roofing improvements. The motion was seconded by Member Peterson and unanimously approved by a voice vote, (4 yeses – 0 nos).

7. Adjournment

There being no further business to come before the committee, the meeting was adjourned at 2:43 p.m.

Attest:

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Rebecca C. Haynes, City Clerk

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Judy Cohan, Chairwoman

Minutes approved on: ______________