Library Advisory Committee Meeting

155 Corey Avenue

Thursday, August 25, 2011
2:00 pm

Call to Order
Pledge of Allegiance
Roll Call

AGENDA

1. Changes to the Agenda
2. Approval of Minutes from May 19, 2011
3. Budget Update <Elaine Edmunds>
4. Proposal for "Food for Fines" during holiday season
5. Updates & Fall programming <Phyllis Ruscella>
6. Open Discussion

10. Reports
11. Adjournment

APPEALS

If a person decides to appeal any decision made at this Meeting, they will need a record of the proceeding and, for such purpose, may need to ensure that a verbatim record of Meeting is made, which record includes the testimony and evidence upon which the appeal is to be based. (F.S. 286.0105) the city does not furnish verbatim transcripts; interested parties should make the necessary arrangements for verbatim transcripts.

Agenda Material is available for review at City Hall on the Friday preceding the Meeting. In accordance with the American's with disabilities Act and F.S. 286.26, persons with disabilities needing special accommodations to participate in this Meeting should contact Ed Pickhardt at (727) 363-9243 no later than four (4) days prior to the Meeting for assistance.

LIBRARY ADVISORY COMMITTEE

Thursday, August 25, 2011
2:00 pm

MINUTES

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENT

John "Ken" Hurley, Member
Judy Cohen, Member
Ron Waters, Vice Chairman
Jean Andrews, Chairman

NOT PRESENT

John Phillips, Sr. - excused

ALSO PRESENT

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

1. Changes to the Agenda

There were no changes to the agenda.

2. Approval of Minutes of May 19, 2011

Chairman Andrews made changes under Item 5., third paragraph, last word is technology, ninth paragraph the word can is added after patrons and in the last paragraph weekly city online newspaper is added.

Library Administrator Ruscella made changes to Item 5., third paragraph, the words fiscal year were added, seventh paragraph Ms. Ruscella was asked and the word station is added after "self checkout". In the eighth paragraph the words per week were added after the words IPads, etc. Under Item 6., the fourth paragraph after Ward Friszolowski the words an intern revising the renovation drawings were added.

Member Waters made a motion to approve the May 19, 2011 minutes as corrected. The motion was seconded by Chairman Andrews and unanimously approved.

3. Budget Update

Finance Director Edmunds advised the Committee that the first public hearing on the new budget for fiscal year 2012 will be September 14, 2011 at 6:00 pm. and the final public hearing will be September 27, 2011 at 6:00 pm.

The budget for the Library that was presented to the Finance and Budget Review Committee and the City Commission was approved as submitted.

Mrs. Edmunds then presented a brief outline of the new budget for the Committee.

4. Proposal for "Food for Fines" during holiday season

Library Administrator Ruscella gave a brief explanation of a forthcoming PPLC-sponsored holiday program and recommended that the LSPBL participate. A donation of one (1) can or one (1) box of non-perishable food would forgive a $1.00 fine. She reviewed a list of charities for consideration and asked for suggestions from the Committee.

Considering the potential loss of revenue due to this program, Committee Member Ken Hurley very graciously offered to match the loss up to $350.00 to the Library.

Member Cohan made a motion that the Library proceed with the "Food for Fines" program for two (2) weeks beginning Monday after Thanksgiving and that the donations be given to *ALPHA*. The motion was seconded by Member Hurley and unanimously approved.

After approval of the motion, it was agreed that the second choice for donations would be the *Free Clinic.*

5. Updates and Fall programming

Ms. Ruscella advised the Committee that programming is scheduled through December and the schedules are presently at the printer.

- Computer use and traffic flow continue to increase.

- The self-checkout station is on order but no delivery date has been received. It will be very easy to use and will be ADA compliant.

- The external book drop has been a great success.
- The Friends of the Library have been very generous and have purchased a heavy duty book cart for the Library which is presently on order.
- The DVD conversion project is complete and has expedited the circulation transactions.
- VHS use has dropped considerably with DVDs in circulation.

6. Open Discussion

Ms. Ruscella advised the Committee that she has one (1) vacant part-time Library Page position available which she hopes to have filled by mid-September.

7. Reports

There were no reports.

8. Adjournment

Chairman Andrews announced that the next regular meeting will be held November 17, 2011 at 2:00 pm.

Being no further business the meeting was adjourned.

Rebecca Haynes, City Clerk

Jean Andrews, Chairman

Minutes approved on: 11-17-11