



LAKE COUNTY LIBRARY ADVISORY BOARD

Minutes

April 21, 2016 – 5:00 P.M.

Tavares Civic Center, TRA Room, 100 E. Caroline Street, Tavares

MEMBERS / ALTERNATES ATTENDING:

Phyllis Smith, Member, District 1
Robert Peraza, Member, District 2
Carol Wasserman, Member, District 3
John Nystrom, Member, District 5
Robert Ballenger, Alternate, Fruitland Park Library
Frank Kirschenheiter, Member, Lady Lake Public Library
Robert Glockler, Member, Leesburg Public Library
John L. Johnson, Alternate, Leesburg Public Library
Pat Vacherlon, Member, Marianne Beck Memorial Library
Mary Page, Alternate, Minneola Schoolhouse Library
Norma Emerson, Member, Tavares Public Library
Ed Rowlett, Member, W. T. Bland Public Library
Mary Groeller, Alternate, W. T. Bland Public Library

OTHERS ATTENDING:

Commissioner Leslie Campione, Lake County Library Liaison and BCC
Jeff Cole, Director, Lake County Public Resources Department
Paul Alford, Division Manager, Lake County Library Services
Diane Merchant, Director, Minneola Schoolhouse Library
Laurel Gainer, Director, Umatilla Public Library
Cathy Jones, Adult Services Librarian, W. T. Bland Public Library
Bill Smith, Guest
Karen Gouker, Recording Secretary

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE: Chair Carol Wasserman called the meeting of the Lake County Library Advisory Board to order at 5:00 p.m. The Pledge of Allegiance was recited, and a moment of silence observed.

INTRODUCTION OF GUESTS AND NEW MEMBERS: Carol welcomed Pat Vacherlon, recently appointed member representing Marianne Beck Memorial Library in Howey. Cathy Jones, adult services librarian at the W. T. Bland Public Library, introduced herself and said she was attending on behalf of Stephanie Haimes. Regular visitor Bill Smith was acknowledged.

NOTICE OF MEETING – PROOF OF PUBLICATION: Proof of publication was presented.

APPROVAL OF MARCH 17, 2016 LIBRARY ADVISORY BOARD MEETING MINUTES: Bob Peraza moved to approve the minutes of the MARCH 17, 2016 meeting of the library advisory board. After being seconded by Frank Kirschenheiter, the motion was put to a vote and passed unanimously.



CITIZEN QUESTION AND ANSWER PERIOD: None presented.

COMMISSION LIAISON'S REPORT: Commissioner Campione had no report.

CHAIR'S REPORT: Carol said she has been away for a couple of weeks since the last meeting, but she and Paul have had some communication on the subject of meeting with the newspapers, and they will pick up that topic again. She said Paul had some discussion with staff about a newsletter, and it was decided such an undertaking would involve too much staff time, and not be very productive. She and Paul will meet again on this subject.

LIBRARIAN'S REPORT: In terms of BCC news, Paul shared that at the last meeting of the county commissioners they approved the decision to end the reciprocal borrowing agreement with Osceola County. The current agreement will stay in effect through the end of this fiscal year, and then expire. As part of a budget presentation to the BCC, the following was presented under library goals and objectives: *to promote lifelong learning under a cooperative county-wide library system, engage the community by offering physical and digital content, programs and services critical to education, research and workforce training.*

The American Library Association (ALA), is having its annual conference in Orlando from June 23 – 28. Often the conference has programs for friends and boards. Paul asked that anyone interested in attending contact him for more information.

Paul mentioned that Grace Watson from the County Manager's office is retiring. He said her name may be familiar to many of the board members and alternates, as Grace has been a board liaison working with board appointees. Paul extended an invitation to the board to attend her retirement celebration tomorrow at the county administrative building, starting at 2 p.m.

Paul announced the first 2 graduates from the Career Online High School (COHS) program in Lake County. This is especially exciting considering there are only 4 COHS graduates in all of Florida; 1 from Broward County, 1 from Duval County, and 2 from Lake. Phyllis Smith interrupted to say that she had something to share on the subject. She proceeded to give Paul a newspaper article from the Daily Commercial, and another article from the News Leader about the recent graduates. Paul thanked Phyllis and passed the clippings around. Commissioner Campione added that Lake County Library Services had a booth promoting Career Online High School at **Partners for Success** on April 19, 2016 at Lake Receptions in Mount Dora. Lake County Economic Development & Tourism Division sponsors Partners for Success, alongside Lake-Sumter State College, Lake County Schools, Lake Technical College, and the Lake County Chamber Alliance. Commissioner Campione said it is a wonderful event and an opportunity to learn what the high schools, and other educational partners are doing in the way of vocational training in Lake County. She expressed her appreciation for library services' presence at Partners for Success.

Lastly, Paul reminded everyone that the budget presentation will be made to the BCC on May 3rd.

OLD BUSINESS: Carol referred to her earlier mention of increasing newspaper coverage and said she would have something to bring to the board next time. Paul said he had a packet of newspaper clippings from this month to pass around, representing a significant amount of coverage for library events.

NEW BUSINESS:

AWARD OF LIBRARY IMPACT FEES: -- Only two applications for impact fee awards were received this year. One from the City of Fruitland Park, requesting \$200,000 for construction, furniture, equipment, packing and moving to their new



structure. The other application was from the City of Tavares, requesting \$234,045 for design, engineering, and construction for an expansion to the existing library. After reviewing both applications, the County Attorney's Office determined both requests were eligible, with the exception of the request for packing and moving expenses submitted by Fruitland Park. At the March meeting of the library directors, both applications were reviewed and rated; the application from Tavares ranked higher and there was consensus among the directors for an award of \$216,597. There were not sufficient funds to award the total requested of \$234,045. John Nystrom initiated a discussion about the use of impact fee monies for design, engineering and the conceptual process versus the use of monies for actual construction. Subsequent to that discussion, Paul noted that the next step in the process requires the library advisory board to make a recommendation to the BCC for approval of the award. **Ed Rowlett moved to recommend to the Board of County Commissions approval of the award of \$216,597 in library impact fees to the City of Tavares for expansion of the Tavares Public Library. After a second by Robert Glockler, the motion was put to a vote and passed unanimously.**

FOOD FOR LIBRARY FINE FORGIVENESS: -- Paul noted that several libraries in the library system have held food drives in the past, with the donation of food items equating to the forgiveness of library fines. He referred to the Food for Fines drive held by Lady Lake Library in December of 2015. The food was donated to a local food pantry. While the library did not have an exact number for the amount of fine money forgiven, they reported that many patrons opted to pay their fines and also donate food in the holiday spirit. These events offer individuals and families the opportunity to clear their records, and begin using the library again. Often libraries benefit from Food for Fine Forgiveness drives by recovering materials which have been missing for long periods of time. The hand-out Paul distributed to the board contained other examples from the Fruitland Park and W.T. Bland libraries.

The concept for the proposed system-wide drive is to take in donations that will then go to local food pantries and give people the ability to get fines removed, or paid down on their library card so they can resume borrowing privileges. If approved, the drive will take place the last two weeks of May. The decision to hold the drive during this time was made in order to benefit food pantries during the summer when supplies are low. The timing also ties in well with the summer reading program. There are families with children that have excessive fines on the children's cards, restricting use of their cards. Forgiveness can be given to allow the children full participation in programs during the summer reading program. Each donated item will translate to \$1 forgiveness on fines. Individuals without fines will also be encouraged to donate, if they want to do so as a gesture of goodwill. Libraries will be able to keep a running count of food that has been donated but has not been applied to fines. Every library will identify an aid organization in their community and work with that agency. Carol Wasserman said that she volunteers at Lake Cares Food Pantry and can attest to the food shortages during the summer months. Paul said this proposal will go before the BCC on May 3rd for approval, and asked for a recommendation from the board. Carol asked if BCC approval was needed due to the loss of \$2000 revenue from fines. Paul referred to the fiscal impact section on the hand-out, saying it is not really lost revenue, it would simply be an opportunity to write off some potential lost income if people would come in and pay off their fines. The \$2000 figure is based on fiscal records from the same approximate period of May 2015 when all county branch libraries received \$1,752.22 for fines. Carol asked how the libraries dispose of the fines after they are collected. Paul responded by saying that in the county libraries, fines go back to the general fund. Each member municipality determines the disposition of fines collected in their library. Norma Emerson said that in Tavares, the money from fines goes into a contributions fund, and is used at the director's discretion. There being no further discussion, the chair asked for a motion. **Mary Page moved that the library advisory board recommend to the board of county commissioners, approval for the system-wide Food for Fines Forgiveness Drive to take place from May 16 – May 28. Phyllis Smith seconded the motion, which after being put to a vote passed unanimously.**

ANNOUNCEMENTS:

Cathy Jones announced a **Butterfly Release** May 14th at the W.T. Bland Public Library. Tech classes continue to be filled



to capacity, and in some cases, the waiting list is also full. The **Cookbook Book Club** is meeting next Friday and a top chef will be interviewed via Skype.

Bob Ballenger reported that Fruitland Park Library is launching its **Bilingual Chat** today. This program offers English or Spanish speakers the opportunity to learn the art of Spanish/English conversation in a relaxed and comfortable atmosphere. Fourteen people are currently registered with twenty-one on a waiting list. A bilingual library staff member will be on hand to facilitate the conversation. **Uncle Donald's Farm** is bringing animals to visit the library on April 27th. May 4th is **Celebrate Star Wars Day** at the library; at 11 a.m., **Star Wars, A New Hope** will be shown, and then at 1:30 p.m., it will be **The Force Awakens**. There will be a **Cinco de Mayo Celebration** at the library between 4 -5 p.m.

Frank Kirschenheiter from the Lady Lake Library announced that a **National Library Week Open House** took place on April 15th. Many people attended for information and tours. Special programs for children at the library include a **Fairy Tea Party** and a **Super Hero Party**. Renovations are taking place in the youth area of the library; the project will run into next year. Library staff visits to the schools are planned to give out summer reading program information.

Diane Merchant from the Minneola Schoolhouse Library shared highlights from the **3rd Annual Book Giveaway** on April 20th. Two elementary schools in Minneola were visited and each child was given a book. Over 1,000 books have been given away. The library is working on a French program this summer, using **Pronunciator** in a group setting.

Laurel Gainer from the Umatilla Public Library said **Crafting with Crystal** continues to be popular. The craft project this month is silk painting. A **Middle School Open House** is planned to greet new 6th graders for the 2016-17 school year, and give them the opportunity to sign up for library cards. School visits are planned in the next several weeks.

Bob Glockler from the Leesburg Public Library reported that about 2,000 people attended Leesburg Public Library's **2nd Annual Comic Con** on Saturday. There were 35 vendors set up to sell such items as comic books, and steampunk jewelry. The Ken Spivey Band provided musical entertainment. In the adult division, a Beacon College student won for his original costume of Psychotic Doctor. The library had its largest ever door count in March; 31,400. That breaks down to about 130 people per hour coming into the library. **AARP Tax Aide** prepared 1,621 tax returns this season at the Leesburg Public Library, up from last year's total of just under 1,500. The tax counselors estimate a simple return costs \$200 in tax preparation fees, and this year total savings are projected to be about \$325,000. The library will be closed to the public starting tomorrow and will reopen on Monday, due to the Leesburg Bike Fest. Library meeting rooms will become the command centers for police and fire during this very busy event.

Norma Emerson said the Tavares Public Library is moving on and looking forward to getting a new director. Two new people have already been hired to fill vacant positions. During this transition period, several library programs have been initiated by the bookkeeper, demonstrating how people are stepping up to maintain library services. A **Money Smart** program is scheduled for April 28, 2016 at 6 p.m. Some of the programs being offered to serve youth of all ages at the library are storytime, Lego Club, zentangle, bi-lingual storytime, off-line Minecraft, and a video book club.

ADJOURNMENT:

Carol reminded everyone that the May 19, 2016 meeting will be held at the Cooper Memorial Library in Clermont. There being no further announcements or business, the meeting was adjourned at 5:50 p.m.

Respectfully submitted by:

Karen Gouker
Recording Secretary



UPDATE: The May 19th meeting was cancelled on May 2, 2016. Therefore, the next regularly scheduled meeting will be on June 16, 2016 at the Lady Lake Public Library.