

City of New Port Richey Library Advisory Board

Meeting Minutes

Monday, June 26, 2017

Members Present: Dianne Ayers, Carol Casey, Liz Harth, Joan Nelson Hook, Mark Vandebroek and Andrea Figart.

Others Present: Jessica Meredith and Kayla Kuni

Meeting Called to Order: 9:00 AM

Approval of Minutes: The Minutes for the May 22, 2017, meeting were approved.

New Business:

We welcomed the new Library Director, Andrea (Andi) Figart.

The members and staff present introduced themselves.

Joan noted the ongoing importance of the Board focusing on the future direction of the Library.

Agreed to Joan sending letters regarding those that do not attend meetings.

Old Business:

Ongoing discussion on the need to keep Council informed.

Library Director's Report:

Andi reviewed the proposed 2017-2022 Long Range Plan. Areas discussed include: Education, facilities, technology (with seven specific goals), staffing and annual plans of service.

The need for space was noted and how there was virtually no "maker cart" space (for the sewing, 3D printing cooking, gardening and wellness carts).

Friends of the Library Report:

Carol updated the Board on meetings of the book club.

New Business: None.

Communications: Nothing discussed.

Meeting Adjourned: 10:03 AM

Next Regular Meeting: August, 2017, at 9:00 AM

City of New Port Richey Library Advisory Board

Meeting Minutes

Monday, May 22, 2017

Members Present: Kelly Hackman, Liz Harth, Dianne Ayers, Rose Mohr, Mark Vandebroek, Ann Scott, Joan Nelson Hook

Guest: City Manager, Debbie Manns

Meeting Called to Order: 9:00 am

Approval of Minutes: The Minutes for the March 27, 2017 meeting were approved.

New Business:

City Manager, Debbie Manns reported to the LAB about the scope of the duties of the Library consultant, LSSI. She stated that LSSI may make recommendations to the City Manager regarding improvements in technology, extended library hours, library expansion, and other areas of interests in line with the concept that form should follow function. The LSSI contract will end June 9, 2017 and there will be no further involvement with LSSI. Their final report will be shared with the LAB.

The discussion with the City Manager included her insight into future Library expansion and the challenges that must be resolved to accomplish the expansion. Ms. Manns said she is continuing to advertise the Librarian position.

Old Business:

Dianne Ayers and Joan Nelson Hook were reappointed to the Library Advisory Board by the City Council.

Library Director's Report:

Ann Scott informed the Board that she has accepted a position in Colorado. June 16 will be Ann's last day.

Ann Scott reported the Library budget is being prepared and the LAB will receive a draft budget from the Librarian before June 14

Friends of the Library Report: No report.

Communications:

Dianne Ayers commented favorably on the Volunteer Appreciation Dinner hosted by the City of NPR and urged LAB members to attend next year.

Librarian Kayla advised the gift books from our sister city in France were catalogued in 5 days by our Library staff.

Meeting Adjourned: 10:03 AM

Next Regular Meeting: Monday, June 26, 2017 at 9:00 AM

City of New Port Richey Library Advisory Board

Meeting Minutes

Monday, March 27, 2017

Members Present: Dianne Ayers, Carol Casey, Susan Dillinger, Liz Harth, Joan Nelson Hook, and Mark Vandenbroek.

Meeting Called to Order: 9:02 AM

Approval of Minutes: The Minutes for the January 24, 2017, meeting were approved with one correction.

New Business:

Joan discussed the duties of the Board. She noted the importance of the Board focusing on the future direction of the Library and the new Five Year Plan. All agreed that the Board needs to keep Council informed on the needs of the Library.

Old Business:

Ongoing discussion on the need to keep Council informed. During the meeting the Board reviewed the material that members previously had emailed Susan, which she then compiled and distributed to us. Based on discussions during the meeting, the Board drafted a letter to City Council (names are from the online directory) regarding the needs of the Library and its future (see attachment),

Library Director's Report:

Susan highlighted recent topics, including the upcoming budget process.

Friends of the Library Report:

Carol updated the Board on the organization meeting of the new book club.

New Business: None.

Communications: Nothing discussed.

Meeting Adjourned: 10:00 AM

Next Regular Meeting: April 24, 2017, at 9:00 AM

City of New Port Richey Library Advisory Board

5939 Main Street, New Port Richey, FL 34656

City Council of New Port Richey

Mayor Rob Marlowe

Deputy Mayor Bill Phillips

Hon. Chopper Davis

Hon. Jeff Starkey

Hon. Judy DeBella Thomas

City of New Port Richey

5919 Main Street

New Port Richey, FL 34652

Presentation to Council Members:

Wouldn't it be exciting to learn that a "business" in New Port Richey is showing a return on investment (ROI) of \$10.18? "And, that same "business" has as its goals the very same goals articulated by the City, those being:

- * reducing crime,
- * Improving living standards, and
- * nurturing a thriving business community.

What is this "business"? None other than the New Port Richey Library!

Yes, although the Library is a not-for-profit entity, a State of Florida study showed the return on investment (ROI) for every library dollar invested averages \$10.18!

From 2006 to 2016, the number of registered Library borrowers increased by more than 40%, the number of Library visits increased by more than 30%, and the total circulation of Library materials more than tripled. Yet, over the same period, no Library expansion occurred in terms of either physical space or Library staff. In particular, additional staff is needed in order to increase Library hours.

The numbers clearly show that the Library is being utilized as intended as a community resource for both educational and entertainment purposes, both of which are vital to the City which is currently undergoing positive economic change and growth. It is imperative that our Library be part of the improvement plans being developed and

instituted by the City Council and we ask your assistance with both short and long-term financial commitments and an approved expansion plan.

The Library building opened twenty-six years ago. It is cramped and overflowing. In a recent Library survey, 83.5% of the community respondents indicated that it is time for the Library to expand. Despite expansion approval in several Capital Improvement Plans, and as recently as the 2010 - 2017 Long Range Plan, expansion has been delayed. We implore you to consider the valuable contribution the Library makes to New Port Richey goals and include Library expansion in the upcoming 2017 - 2018 budget.

Many citizens who were born and raised in the City have indicated how proud they are of their Library. It has won many awards throughout the years. To continue this, the Library must expand to be progressive and to comply with the Americans with Disabilities Act regulations and State of Florida Library Association standards. The Library Advisory Board looks forward to working with the City Council to achieve these objectives.

Sincerely,

Joan Nelson Hook,

Chair

City of New Port Richey Library Advisory Board

Meeting Minutes

Monday, July 24, 2017

Members Present: Dianne Ayers, Carol Casey, Liz Harth, Joan Nelson Hook, Mark Vandebroek and Andi Figart.

Others Present: Debbie Manns

Meeting Called to Order: 9:00 AM

Approval of Minutes: Minutes for the June 26, 2017, were approved as corrected.

New Business:

We welcomed Debbie Manns and thanked her for joining us.

Joan noted that she had sent letters to Board members not attend meetings. Debbie agreed to contact them to find out if they desire to remain on the Board.

Old Business:

Ongoing discussion on the need to keep Council informed.

Library Director's Report:

Andi discussed that there are items she wants to add to the proposed 2017-2022 Long Range Plan. Areas discussed include: Policy and procedures, streamlining processes, technology, expansion and the need to incorporate renovations inside the Library at the same time. Noted the need for accessibility for all patrons and improving the line of sight for Librarians for both safety reasons and better assessing when patrons need help. Cited the need for more space, notably inside and outside open air space for reading areas.

Andi said Jo Kierney had prepared the technology plan in a cost-effective way.

Review of the Library Assessment. Andi discussed the need to evaluate variances on the 670,000 items checked out and the 274,000 visitors in the consultant's survey versus the Library's count. Liz agreed to look at variances and Carol the fees for services offered by nearby libraries.

Andi suggested a working session to review the 5-Year Plan and the Board agreed to a Special Meeting on August 2, 2017, at 2 PM in the Avery Room.

Discussed having a stake-holders meeting and for expanded library hours.

It was agreed that when we receive reports we would reply to let the sender know.

Friends of the Library Report:

Carol updated the Board on meetings of the book club.

Agreed periodically we would have a table at Tasty Tuesday's for selling books and offering memberships.

New Business: None.

Communications: Nothing discussed.

Meeting Adjourned: 9:59 AM

Special Meeting: August 2, 2017, at 2:00 PM

Next Regular Meeting: August 28, 2017, at 9:00 AM