

New Port Richey Library Advisory Board Meeting

10/22/18

In Attendance: Joan Hook, Chairperson; Andrea (Andi) Figart, Library Director; Dianne Ayers; Elizabeth (Liz) Harth; Bonnie Martin; Mark Vandenbroek; Marci Mihall

Guest: Victoria Anderson, Cataloging Librarian

Call to Order: Joan called the meeting to order at 9:38 a.m. Joan began meeting with mention of Carol Casey's death and memorial service. Joan, Dianne, and Andi attended the funeral. Joan also commented on Carol Casey's dedication to the library, both as President of Friends of the Library and Secretary of the Library Advisory Board.

Approval of Minutes: September minutes were reviewed. Elizabeth made a motion to accept them and Dianne seconded the motion. They were unanimously approved.

Library Director Report:

- Victoria shared a little of her background and her duties as the new Cataloging Librarian. She was welcomed by all.
- Andi indicates that Victoria will share community outreach with the librarians and Victoria already had a successful outreach event at the PRIDE festival.
- The Annual Plan of Service was reviewed.
- Capital Improvement Projects (CIP) were approved by NPR City Council in September. \$30,000 was approved for the design phase of the library remodeling. Upon the request of the Library Advisory Board (LAB), Andi will ask the City Manager, Debbie Manns, to attend our next meeting and share information on the financing of our library construction.
- On October 2nd at 5:00 p.m. Williams Architects presented a workshop for the City Council and focused on the final plans for the proposed library renovations. The presentation was attended by Joan and watched on television by a few other LAB members. Joan commented that contrast between the current layout and the future layout was an ideal format for the presentation and she recommended the presentation be shown at next month's LAB meeting. All agreed.
- Last month's discussion continued about the LAB's need for the NPR City Council members to understand why library renovations are imperative to the future of the library. Dianne recommended, that sometime after next month's meeting we set a meeting with the councilmen. Joan noted that momentum and timing are critical in order to keep the City Council's attention to library renovation needs.
- The success of the Educators' Library Card Program was reviewed. Andi shared that nine educator cards have been issued cards and that three were converted from regular library cards. The other six were new issues.

- The current library fee schedule was reviewed.
- Andi shared that the first part of the NPR library report was submitted to the State of Florida and the second is due on December first. The report determines how much of the State library funds are allocated to NPR Library. Last year our library received \$27,000. At the next meeting, Andi and Debbie Manns will provide the LAB with the amount the city provided to the library last year.
- Staffing changes were reviewed. The positions for Librarian I and Graphics Designer will be posted, hopefully today.
- Andi noted that quarterly staff breakfast meetings are planned for this year.
- Two people have begun the high school diploma program. Some applicants were not a good match for the program, so there are still openings.
- Andi indicated the new Apollo library computer system is “going wonderfully”.
- Within in the next few months, iPads containing the library catalog will be attached to the ends of the bookshelves. Library patrons will no longer have to go back to the desk when needing to research the catalog.
- The NPR Library will take part in the Local Authors Fair.
- Andi will attend the Library Director’s Conference this week.
- Andi is progressing through the Pasco Leadership Program and finds it to be very educational and informative.
- Andi has applied for a \$4K grant for the library. LSTA Innovation Grant (Library Services and Technology Act Grant) awarded by the Florida Department of State’s Division of Library and Information Services. The innovation grant will provide money for the public library to expand services for learning and access to information and educational resources for individuals of all ages. The funds will provide a scanner for the NPR Library memory lab. Library patrons will be able to scan their papers on to their electronic devices. She will know the results of the grant application at the end of November.
- The NPR Library will participate in the Pasco County Schools’ Great American Teach-In this year.
- Library staff participated in the Scare Trails at James E. Grey Preserve.
- The library will participate in Trick or Treat Downtown on Oct. 31st and have their own candy and costume event at the library this coming Wed.
- The new Launch Pads were demonstrated - both the children’s version and the adult’s version. These are tablets which can be checked out for one week. Usage does not require internet connection for the preloaded games and educational activities. Some of the content includes STEM related material for youth, as well as foreign language and brain games for adults.

Old Business: (No additional old business other than the topics included in the preceding Librarian’s Report).

New Business: Joan initiated conversation about the content of a presentation to the NPR City Council members. Discussion concluded that the LAB opposes using other local venues for meeting places and library activities. Rationale for the decision included:

- The library programs held off-site will cause staffing issues;
- Patrons will not have immediate access to library reference materials prior to and after a program that is held off-site. Many enjoy checking out information on a topic being presented;
- The library is a family place. A broad age-range of family members would not be accommodated in one building if some activities were located elsewhere.

Mark indicated he has spoken to Kate Connelly and she is planning to submit her LAB application to Andi.

Dianne recommended making the Secretary position an official post for Bonnie Martin. She agreed and all voted in favor of the motion made by Mark and seconded by Dianne.

Joan requested Andi update the LAB roster to include Bonnie and Marci's information.

Next Meeting: November 26, 2018, Monday, 9:30 a.m. in the larger conference room of the Library (2nd floor)

Meeting Adjourned: Motion was made by Marci to adjourn and seconded by Joan. All approved. Meeting adjourned at 11:00 a.m.

Respectfully submitted,

Bonnie M. Martin