

NEW PORT RICHEY LIBRARY ADVISORY BOARD MEETING

November 26, 2018

Attending: Mark Vandebroek, Dianne Ayers, Marci Mihall, Chair:
Joan Hook, Andi Figart: Library Director

Excused: Bonnie Martin, Liz Harth

Prospective member, Peter Segall

Joan called the meeting to order at 9:35 am. She read the resignation letter from Rose Mohr and noted that with Rose's resignation the LAB has 3 vacancies – one county and two city. Bonnie Martin has agreed to serve as Secretary and at the next meeting we will elect a Vice Chair.

The October Minutes were reviewed. Diane made a motion to accept them seconded by Mark. They were unanimously approved.

Library Director's Report:

Library at full staff but two staff will be leaving.

Andi will complete the statistical report for submission to the state to secure grant funding for operations.

No news on construction grant. Maybe some news in the Spring. Andi encouraged us to lobby any legislators we may know to look upon our Library remodel project favorably, e.g., Senator Wilt Simpson.

Andi applied for a \$4,000.00 grant from Library Tech Services to purchase a state-of-the-art scanner for library patrons to use.

The NPR Public Works staff is painting the interior of the library in lighter colors. They also are providing much needed 40

hour full time staff person Tuesday – Saturday and one-half day on Monday. It is hoped that restroom improvements will mesh with future renovation improvements.

The new sign was installed. Awaiting the electronic component installation of the sign.

Andi presented visuals of the plans for the future renovations of the library.

Andi distributed copies of the CIP budget. The library has earmarked \$200,000.00 but total renovation is estimated at 1.8 million dollars.

The LAB members reviewed the revised 2019 budget.

It was decided not to meet in December. At the next meeting we will discuss recommendations to the City Council for the 100th Library Birthday celebration.

The next meeting is Monday, January 28, 2019 at 9am

Meeting adjourned at 11 am

New Port Richey Library Advisory Board Meeting

1/28/19

In attendance: Joan Hook (Chairperson), Marci Mihall, Bonnie Martin, Dianne Ayers and Andi Figart (Library Director), Peter Segal, Mark Vandenbroek, Jane Brewyn, and guest: Debbie Manns, (City Manager).

Call to Order: The meeting was held at the New Port Richey Library and called to order by Joan Hook at 9:32 a.m.

Jane Brewyn was introduced and stated her desire to be on the Library Advisory Board (LAB). Diane made a motion to accept Jane onto the LAB and Mark voiced the second. The motion was unanimously passed. Jane is a New Port Richey city resident. She had submitted her application in November, 2018 and Joan will follow-up with the City Clerk to see that Jane's appointment to the board is placed on the City Council meeting agenda.

Joan introduced Debbie Manns, the City Manager and thanked her for attending the meeting. Ms. Manns discussed the funding for the proposed library renovations. She indicated there are resources for some of the funds but support from the City Council is needed if the project is to be completed. Ms. Manns indicated the money for the architectural studies and for design specifications has already been identified. Andi Figart (Library Director) has submitted a grant application for State funding and will apply for another. Ms. Manns requested that LAB members attend the February 5th New Port Richey meeting where discussion of the project and design will be presented and discussed with City Council members. Andi also requested that we write to the Pasco County legislative delegation to gain their support for the State grant funding. She provided internet information to access the legislative names and addresses. Andi invited LAB involvement in the Library Advisory Day which will be in Tallahassee February 18, 2019. Several LAB members indicated they would write to the State politicians and/or try to attend on the 26th of February in support of funding, especially construction grants.

Debbie Manns indicated that the City of New Port Richey is not planning any event for the library's one hundredth anniversary. She stated she would like to see the library have a celebration for this hallmark event (1920 -2020). LAB members suggested the Friends of the New Port Richey Library should be the organization which develops the event because it is out of the scope of the LAB function. Marci noted that until the Friends group votes and develops a plan, it would be premature to mention proposed details to the City Council.

Approval of Minutes: The minutes from the November meeting were distributed, reviewed, and approved unanimously. Marci made the motion for approval and Diane made the second.

Old Business:

The construction grant was the only old business and previously highlighted in this report.

Library Director Report:

Andi presented several updates on the following topics:

1. Staffing of the library is down by two and one-half employees but there are two potential staff members who have applied and are getting their background checks completed. She added that there is an opening for a part-time (20 hrs.) Marketing Specialist. This person would focus on increasing the library's presence in the community.
2. Peter Segal was accepted as a LAB member at the last City Council meeting. Peter was congratulated by all present. Andi praised the LAB's attendance at City Council meetings.
3. Five scholarships (\$2,000 each) are available for individuals who would like to gain a high school diploma through online courses. This online career program is going extremely well and has seven persons already enrolled. There are 3 openings left.
4. The Annual Plan of Service was updated and distributed. Some of the goals for 2018 were not met, but an attempt to complete them will be made in the first quarter of 2019.
5. The new Integrated Library System, Apollo, is working well and is much more user friendly for patrons of all ages. Among many features, patrons can instant message librarians and meeting room sign-ups can be viewed on the calendar portion of Apollo.
6. The print and reservation system has had technical problems and solutions for a better product are being explored. Andi hopes the new system will be installed and fully running by the third quarter of this year.
7. The library was awarded the grant for a professional grade scanner. It will be purchased this quarter.
8. Tasty Tuesday was highlighted in a newspaper article by Michelle Miller. The article was presented for review. Andi indicated that new vendors are attending the weekly event and currently Tasty Tuesdays has been very busy.

9. The new library sign was installed. Everyone agreed it is easy to see, informative, and very eye-appealing.
10. The snow event that the library held was very successful with hours of fun and many activities. The library partnered with local businesses so the parents would receive a discount if the business was patronized while children attended the library function.
11. Family Fort Night was enjoyed by 25-30 people. The families built forts and read books together.
12. The library was a host location for Business Development Week.
13. The new event calendar was distributed. It uses less paper and has a new look. The information is also available on the library website.
14. Andi indicates she is in Leadership Pasco and has learned a tremendous amount of information about our community. The proceeds from the class fundraiser, A Taste of Pasco, will go to AFIRE and Sunrise Abuse Recovery Program.
15. Upcoming events:
Show Some Love event will be held during the month of Feb. Patrons can pay off a child's fines of between \$5.00 and \$20.00. This will be anonymous and will allow the kids to start using their library cards again.
16. The Adult Literacy Program is a one-on-one tutoring program for adults. Volunteers can come in and tutor after having a background check.

New Business:

Diane suggested we review the Sunshine Law at the next meeting. This will assist new members in understanding limitations we must follow re: meetings, discussions, etc.

Adjournment: Mark made a motion to adjourn and it was seconded by Diane. Meeting adjourned at 10:45 a.m. The next meeting is 2/25/19.

Respectfully submitted by:
Bonnie M. Martin