

**New Port Richey Library Advisory Board (LAB)**  
**Meeting Minutes**  
**July 22, 2019**

**In attendance:** Board of Directors: Mark Vandebroek, Peter Segall, Andrea Figart, Joan Hook, Jayne Brewin, Dianne Ayers, Bonnie Martin, Marci Mihall

**Call to Order:** at 9:30 a.m. by President, Joan Hook.

**Minutes:** May's minutes were approved and June's minutes were distributed and read. A motion was made to accept the minutes with the addition that, due to her move out of the city limits, Liz Harth resigned in June. Motion passed with a unanimous vote.

**Discussion:** The LAB recommends that Jayne Brewin be designated as a full-time city LAB member instead of an alternate. Andi will submit this recommendation to the City Council.

August 16, 2019 Mark Vandebroek's LAB term ends. He agrees to continue on the board.

**Library Director Report:**

- A quarterly all-staff meeting was recently held for New Port Richey Public Library staff.
- The check for the solar grant (\$100,000) was received. Andi shared a copy of the check with the LAB members.
- A new air conditioning coil was installed this past weekend and the air conditioning is working well. The air handler needs replacing, which is part of the renovation, and a unit is being pursued. They may put in two units vs. one so there is always a system working if another fails. The solar power will be enough to handle one specific area of the library, not the entire facility.
- William's architects is getting information regarding installation of the solar panels and new air handlers. At the recent meeting Andi had with Andy Dogan at William's Architects, she received a more detailed blueprint of the renovations and some proposed costs. The City Manager is now looking over the costs that were provided by Mr. Dogan. Andi mentioned that combining phases of the renovation work can save money and the City Manager is looking at the funding relative to the phases of construction.
- Andi will present the regular operating budget to the City Council on Tuesday evening. She invited LAB members to attend.
- Andi is applying for the Community Project Grant from the Florida Humanities Council in September. The grant would cover the guest speaker in February and other centennial events. Andi indicated letters of support were needed. She also requested the Friends of the New Port Richey Library pay for the speaker's hotel room.
- The LAB had suggested Andi might want to apply for certification with the Library Administration Program. Andi looked into the program. She indicates it is very comprehensive, takes about 5 years to complete, and she is very interested in it.

**Old Business:**

- Centennial Celebration: Joan commented on the centennial parade. Posters representing the decade of the featured book will be designed for the back of the cart rather than for both sides of the cart. This will be more affordable and, at 3 feet by 5 feet, still highly visible. LED lights will be needed for the Christmas night parade. Dianne Ayers made a donation to the Friends of the NPR Library to cover the cost of the posters. The Friends group will cover the expense with those funds. Andi will ask the city if they will help pay for the lights. Joan wrote a letter to Frank Grey asking that the LAB parade entry fee be waived for the Chasco Fiesta Parade. A letter will also be sent to the Greater West Pasco Chamber of Commerce for exemption from the entry fee for the Christmas Parade.
- Andi will request from City Administration a time when a new LAB group photograph can be taken. It was decided that this would take place at the City Council meeting on August 6, 2019.
- Library staff will update the centennial monograph, 1920 - 2020.

**New Business:**

- Andi shared some opening statistics in the form of fun questions. She had used these at her all-staff meeting also: What do these numbers represent?
  - 3,540 - # of DVDs at the library
  - 2,269 - Average weekly door count from October through March
  - 5,700 - Nonfiction adult books at the library
  - \$647,330 - Total budget for personal services for the library
  - 32 - # of library hotspots for the public
  - 15,869 - # of active library cards as of April 2019. It is notable that this is larger than the City of New Port Richey population.
  - \$76,000 -- Library material budget
  - \$22,900 - Amount of state aid for 2018
  - \$100,000 - Amount of the solar power grant the library was awarded

**Adjourn:** A motion was made and seconded to adjourn at 10:30 a.m. It met with unanimous agreement.

The next meeting is August 26, 2019.

Respectfully submitted,  
Bonnie M. Martin

Bonnie M. Martin, Secretary