

**New Port Richey Library Advisory Board (LAB)  
Meeting Minutes  
January 27, 2020**

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

**Guests:** Jennifer Sorrenson who has a degree in Library Science and is interested in volunteering. Ronald Becker who was a Librarian at Rutgers University is also interested in helping the LAB.

**Call to Order:** at 9:31 a.m. by Chairwoman, Joan Hook.

**Minutes:** November 2019 minutes were distributed and read. A motion was made by Dianne Ayers to accept the minutes. The motion passed with a unanimous vote.

**Library Director Report:**

- Andi introduced Jeff McGill, the new Librarian who manages the service desk and staff. She also introduced Joyce Hassnoot the new Library Senior Administrative Assistant who has taken Vivienne MacDonald's position.
- February 4th is the next City Council meeting. The LAB minutes from the beginning of this year will be on the Consent Agenda. Also on the agenda is the request for authorization for payment of the budgeted item related to the Library's Renovation Project. The expenditures for Williams Architects expenditure is for \$41,000.00.
- The Story Walk will also be on the upcoming City Council Agenda. Due to the size of donation from the Early Literacy Grant and the Friends of the NPR Library, the item needs the council's approval. LAB members were encouraged to attend the meeting.
- Andi announced that Charles Rudd is the new Economic Development Director. He has invited the LAB to participate in a focus group on Feb. 13th, 11am in Council Chambers regarding the city's branding. The discussion will include the topics of community strengths, concerns, and desires.
- The centennial banners representing 100 years of the City's Library were shown at the meeting and are displayed along Main Street from the Library to US-19.
- The Library's quarterly staff meeting was held in December.
- Andi shared that all tax forms and booklets have not been received from IRS. One booklet is currently available for patrons and the form is expected by the week's end.
- The "Show Some Love Initiative" is again offered by the Library. Jessica Meredith, Youth Education Librarian, coordinates what has become a popular annual event. It is an opportunity for members to pay late fees so youth, up to age 18, can use their library cards again. Last year's initiative was very successful with double the amount of participation. Andi added that when youth fines are paid off, acknowledgement letters are sent to their parents.
- The Library is holding an Author's Fair on February 22nd. Local authors are encouraged to join the event and the community is invited to attend.

- Andi provided invitations/flyers for the *A Land Remembered* Presentation by Rick Smith, the author's son. Seats for groups can be reserved. The event will be held on 2/24/2020 at the NPR City Council Chambers at 7pm
- Due to the Library's upcoming renovations, the Environmental Committee is moving its meetings from the Library to Public Works.
- Andi announced that, after meeting certain requirements, the City of New Port Richey was designated as a Butterfly City. The City has also been a Tree City for many years.
- Stephanie Jones, Systems Librarian, will serve as a judge for the annual poetry contest sponsored by the Loquat Festival and Environmental Committee.
- A census table will be located at Tasty Tuesday and presentations are planned.
- Andi indicated the Library will apply for the LSTA Grant again. Last year \$2,000 was awarded to the NPR Public Library. These funds were used to purchase a component of the new printer/scanner TBS system.
- April 2nd is National Library Workers Day and April 19 - 25th is National Library Week.
- Andi handed out the American Library Association's response to Citrus County's ban of the New York Times.
- The HERO (Helping Educate Regarding Orientation) group which meets at the Library sent a thank you card to indicate their appreciation for the Library's support.
- The Library's meeting rooms continue to be heavily used by various non-profit organizations and for-profit businesses. Groups reserving the rooms are following the Meeting Room Policies. Although activists and protestors are vocal in making sharing their opinions, Andi stated that city staff are doing an excellent job protecting confidentiality, people's right to free speech, while trying to manage displays of extreme emotion that cause disruption to the Library's usual operations.
- Andi handed out the revised Meeting Room Policy. Changes recommended by the LAB were made to the policy and it was approved by the City Attorney. Andi added that procedures are an internal instrument and separate from policies. Discussion ensued among LAB members re: refundable fees and a recap of prior meeting discussions on the subject. It is recommended by the LAB that Library staff call to remind a group that they have reserved a room. This allows them to cancel if needed and the room can be booked by someone else. This issue will be revisited next month.
- Jeff McGill, Membership Librarian, presented information and Book Marks re: the Meescan App. Using the app allows library members to borrow publications using their smart phone or device. A receipt can be printed at the self-check stations or emailed.

### **Old Business:**

- Joan indicated the Library's Holiday Parade float and the LAB's golf carts received positive reviews from parade attendees. The LAB members agreed. The Chasco Parade is next and Andi will submit one application for the Library to include the Library's vehicle and golf carts.
- The Friends of the NPR Library (FOL) requested the use of the golf cart banners after the Chasco parade. They would like to use them at the Black and White Gala.
- Diane's monetary parade donation to the FOL has a balance available and will be used to purchase beads for the Chasco Fiesta Parade. Jayne will order them and give the bill to the

FOL. Additionally, Jayne suggested we ask for bead donations. She will make a box for the library to accept any beads that are donated for the parade.

- The Library would like to include a Story Walk post as a memorial to Vivienne MacDonald. They will ask the FOL to pay for the memorial post. Andi will check to see if an 18th post can be added.
- Joan opened discussion about the update on the Library renovations. She also inquired whether the NPR Fire Station, adjacent to the Library, has potential use for the Library once the new fire station is built.

**New Business:**

- No new business

**Adjourn:** A motion was made and seconded to adjourn at 11:00 a.m. It met with unanimous agreement.

The next meeting is February 24, 2020.

Respectfully submitted,  
*Bonnie M. Martin*

Bonnie M. Martin, Secretary