

**Minutes of the Volusia County Library Advisory Board Meeting**

May 7<sup>th</sup>, 2010

Ormond Beach Regional Library

**Members:**

Claudia Hutchins, At-Large  
Jean Fletcher, District I  
Neil Harrington, District II  
Robert Clinton, District III  
Chris Hartley, District IV  
Sue Lombardi, District V  
Rev. Donald Needham, At-Large

**Staff:**

Lucinda Colee, Library Services Director  
Chelsea Harrison, Recorder  
Walter Jubinsky, Ormond Beach Regional Librarian  
Jan Dudding, Collection Development  
Melissa Reynolds, New Smyrna Beach Regional Librarian  
Suzan Howes, Deltona Regional Librarian  
Jane Weimer, Port Orange Regional Librarian  
Brook White, Daytona Beach Regional Librarian  
Kathleen Mann, Deland Regional Librarian

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Chair, Sue Lombardi called the meeting to order at 2:00pm.

All Board members were present with the exception of Robert Clinton.

**Minutes from the Previous Meeting:**

Donald Needham, At-Large, made a motion to approve the minutes. Claudia Hutchins, At-Large seconded the motion. The motion passed unanimously. On Page 5, change library to audio visual equipment.

**Endowment Donation:**

Lucinda Colee, Library Director, announced that the total contributions received from the Desiderio Estate now totals approximately \$420,000.00. The interest will go toward the City Island and John H. Dickerson Heritage Libraries materials acquisition. The Volusia County Library has annual access to interest from this fund.

**State Aid Update:**

Lucinda Colee, Library Director, thanked all of the advocates who participated in the capwiz messages regarding Florida State Aid. The budget has been restored to \$21.2 million, which will equate to \$340,000.00 for the Volusia County Public Library, the same as last year. See attached appropriations.

Neil Harrington, District II, asked what was left in the reserve funds. Lucinda Colee, Library Director, answered that there is still \$1.2 million in the emergency reserve fund, \$357,000.00 in the future capital fund, and 2.6 million in the reserve fund balance.

**Budget Update:**

Lucinda Colee, Library Director, informed the board that Charlene Weaver, Deputy County Manager, presented a resolution to the County Council to pay off the debt service for the original Deltona Regional Library building and the Port Orange Regional Library building. This would reduce the debt service payment to \$191,900.00 a year from \$950,000.00 for a savings of \$762,000.00. The County Council approved this resolution and the money saved will be allocated to operating expenses.

Lucinda Colee, Library Director, announced that the S. Cornelia Young Library's last day of operation will be May 14<sup>th</sup>, 2010. The premises will be vacated by June 30<sup>th</sup>, 2010. Staff is

repurposing materials at all of the other locations. The Library Assistant II position will be transferred to the DeBary Library and the other vacancy will be unfunded.

Lucinda Colee, Library Director, informed the board that there is a historical group interested in the property. Neil Harrington, District II, replied that the city must bring the building up to code first. Lucinda Colee added that the Central Services Manager calculated that there is \$500,000.00 worth of necessary improvements in the building. The city does not know where this money will come from.

Lucinda Colee, Library Director, and Dave Byron, Community Services Director, met with Dr. Oel Wingo, to talk about the Holly Hill Library. The City of Holly Hill would like to turn the library into a community center. Only basic library services would be provided and this would be considered to be a partner location. The Volusia County Library would donate nine public access computers to the city for city operated public access computer service. Four lending library machines with self check out would be on site; they would offer adult fiction hard back titles and children and adult DVDs. There would also be read and return collection of children's materials that would be based on the honor system. A basic reference collection would be left on site as well. A library staff member would stock the machines, but the staff member would not be located at the Holly Hill site.

Donald Needham, At- Large, questioned why the machines would be placed at the community center when the reason for closing the branch in the first place was that it was an overlapping service area. He felt that the money would be better saved for next year's budget. Sue Lombardi, Chair, felt that if there was a way to service the patrons of Holly Hill it was necessary to look into it. Lucinda Colee, Library Director, answered that the Brevard County Library System is using one outside of their buildings due to their hour cuts and it is very popular with their patrons.

Sue Lombardi, Chair, asked how many copies per author would be held within the vending machines. Lucinda Colee, Library Director responded that the decision on the number of titles had not been decided; however the machines are capable of holding 161 hardcover books and 420 DVDs. It would be a browsing collection.

Lucinda Colee, Library Director, explained the financial breakdown of implementing the vending machines. The first year it would cost approximately \$105,000.00 and the second year it would be reduced to \$45,000.00. The county is asking Holly Hill to contribute to the operating costs; however the initial investment will be paid for by the county, because it wants to own the machines and have the ability to move them should the site not work out. Lucinda Colee is drafting a memorandum of understanding with an annual review included.

Donald Needham, At-Large, questioned whether or not the machines could be leased until a decision regarding their effectiveness is reached. Lucinda Colee, Library Director, did not think that was an option at this time, but agreed to research it further.

Sue Lombardi, Chair, questioned the maintenance turn around time. Lucinda Colee, Library Director, responded that because we would be contracting to local repair companies minimal waiting would be involved.

Sue Lombardi, Chair, asked whether late fees would be attached to the items checked out from the machines. Lucinda Colee, Library Director, responded that if the items were overdue that late fees would be added to the patron's account. The drop would be emptied once a day.

Donald Needham, At- Large, made a motion that Lucinda Colee, Library Director, will continue researching the vending machines and present the information to the board. Chris Hartley, District IV, seconded the motion. The motion passed unanimously. Lucinda Colee, Library Director, questioned what information was lacking. Donald Needham, At-Large, responded that more information on the leasing program was necessary.

Kathleen Mann, Deland Regional Librarian, informed the board that she saw machines like the ones discussed in Atlanta years ago and that they were successful and well used then. Neil Harrington, District II, thanked Lucinda Colee, Library Director, for attempting to work with this small group of patrons.

**Board Discussion:**

Lucinda Colee, Library Director, went over the three year forecast that Charlene Weaver, Deputy County Manager, presented to the County Council. See attached sheet.

Donald Needham, At-Large, suggested giving volunteers greater responsibilities to offset the vacant positions that are being unfunded. Lucinda Colee, Library Director, responded that there is a county wide effort to recruit new volunteers and that volunteers are currently already being trained in many different types of jobs.

Sue Lombardi, Chair, suggested closing the regional branches one day during the week on rotating days and have staff work at the different libraries on the days that their branch is closed. Sue Lombardi feels that this would show that there is a concerted effort taking place across the board and that the small branches are not being targeted.

Lucinda Colee, Library Director, replied that she is not recommending closing the most used Regional libraries to shift patrons to the smaller branches. This would impact more patrons in a negative manner. When Regional branches are closed the other branches do not have the capacity to deal with the added patron usage. Lucinda Colee added that she to looks at the highest impact on the patron population when making decisions.

Lucinda Colee, Library Director, informed the board that the computer use policy was pulled from the agenda to be decided at a later date. The half off fines amnesty week will not be included. The recommended revision of the meeting room policy was discussed. The County is still dealing with the lawsuit in regards to this policy, but is hopeful that this modification will settle the case. Lucinda Colee added that she feels that this law suit is trying to set a precedent. Neil Harrington, District II, answered that the precedent has been set because the policy was changed. Lucinda Colee replied that the matter is still with County Legal and is unresolved.

Lucinda Colee, Library Director, informed the board that the facilities maintenance department is under review. If Library Facilities is absorbed by the County Facilities department then they would no longer be stand alone. The charge for facilities maintenance would be a per square footage fee.

**Ormond Beach Regional Librarian:**

Walter Jubinsky, Ormond Beach Regional Librarian, welcomed the board and informed them of the upcoming events at the Ormond Beach Regional Library.

**Public Participation:**

Jerry Lombardi, President of the DeBary Library Association, announced to the board that he attended a County Council meeting and that he heard the County Manager make a statement that

the county is going in the right direction with the six regional libraries. Lucinda Colee, Library Director, responded that her interpretation of this comment is that he is applauding the Regional system of libraries, not just the regional branches within those regions. There is not a plan to reduce the library facilities down to six regional branches because she does not feel that we could properly service the population of Volusia County.

Jerry Lombardi, President of the DeBary Library Association, requested a breakdown of the County Library Budget, line by line. Lucinda Colee, Library Director, responded that the County does not budget by library but by the entire system. Neil Harrington, District II, stated that that is the printed budget; he would like to know how much is allotted per branch. Everything is centralized through a county system.

**Next Meeting/Future Agenda Items:**

The next meeting will be on June 25<sup>th</sup> at the Library Support Center at 10:00AM followed by an Advisory Board Budget Workshop to discuss future budget recommendations.

**Adjournment:**

With no further business, the meeting was adjourned at 3:50 pm.

Respectfully Submitted,  
*Chelsea Harrison*