

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

November 4, 2011

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  
Brook White, Daytona Beach Regional Librarian  
Melissa Reynolds, New Smyrna Beach Regional Librarian  
Kathleen Mann, Deland Regional Librarian  
Charlanne Purdy, Deland Assistant Regional Librarian

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Neil Harrington, Chair, called the meeting to order at 2:00 pm.

All board members were present.

**Minutes of the Previous Meeting:**

Neil Harrington made a motion to approve the minutes from September 9<sup>th</sup>, 2011. Sue Lombardi Seconded the motion. The motion was approved unanimously with the following correction to May 13<sup>th</sup>'s minutes: Christopher Hartley was elected as Vice President, not Claudia Hutchins.

Lucinda Colee, Library Director, presented the recommended meeting dates for next year to the Board. Neil Harrington, Chair, made a motion to approve the dates. The motion was seconded by Chris Hartley, District IV. The motion was approved unanimously. Please see attached.

**Reports:**

Lucinda Colee, Library Director presented the CLAB Annual Report, please see attached.

Neil Harrington, District II, asked if there was a published ranking of the library standards. Lucinda Colee, Library Director, responded that Florida Library Association does come out with the standards for public libraries in various categories on level or service and that there is also an annual statistics report that Lucinda will email to the board members.

Lucinda Colee, Library Director, will be requesting that the County Council approve more money for Freegal so that the use governor is removed. Patrons will still only be able to download three songs a week. The reason that patrons can only download three songs at a time is not only financial, but also due to an agreement with Sony music. CDs are still being purchased, however they are copyrighted and Freegal music can be downloaded legally.

**FY 2010-11 Library Use Statistics Review:**

Lucinda Colee, Library Director, presented the FY 2010-11 Library Use Statistics Review the board, please see attached.

The reason that the public computer access statistics are slightly down is because the policy has changed to where a patron's library card must be in good standing in order to use the computer.

Neil Harrington, Chair, asked what counted as a technical instruction. Lucinda Colee, Library Director, answered one-on-one training and computer classes. Neil Harrington felt that the training statistics should be publicized because the library is reaching a quarter of the county's population. Lucinda Colee also informed the board that the Port Orange Regional Library, Daytona Beach Regional Library, Ormond Beach Regional Library, Deltona Regional Library, and the Edgewater Public Library now have laptop labs with staff members available to assist patrons and for small group training sessions. Donald Needham, At-Large, requested that the computer classes for all the branches be advertised in one place. Pat Kuehn is going to send out a press release advertising the computer labs available.

Donald Needham, At-Large, asked if volunteers were being used for the computer training. Lucinda Colee, Library Director, answered no, because there are privacy issues with the patrons who are applying for government programs and that staff members are continually trained. Chris Hartley, District IV, was concerned that the staff had to cover for the person working in the computer lab. Lucinda Colee explained that the computer classes are a part of the job description and that is a reallocation of resources.

Lucinda Colee, Library Director, explained that library services is placing QR codes on printed materials for access by users with smart phone devices. She is also very proud of the programming that the library is offering. Information about the programs is sent out to the patrons that have fanned the library on Facebook.

Neil Harrington, Chair, expressed that he appreciated the statistics in the form that they were presented as they help to promote the library cause. Lucinda Colee, Library Director, explained that the DVD restrictions have brought down the online renewal number. She would like at a future date to reevaluate the policy and consider being able to place one or two holds on DVDs at a time. At the time when the policy was made, the online catalog system would not allow that, however, with the new system, we are able to make that change.

**Computer and Internet Impact Survey – Results Review:**

Lucinda Colee, Library Director, requested that this section be held until the next meeting.

**DeLand Friends of the Library Donation-Agreement:**

Lucinda Colee, Library Director, informed the board that the County Council approved the construction of a 700 sq ft book sale room that will be attached to the DeLand Library. While the staff will man the project, the Friends of the Library are paying for it entirely. This will be a 15 month project.

**Old Business:**

**Long-Range Plan Update:**

The County Council approved the long range plan at the last meeting. It will be put up on the webpage and given to all staff. The items that are going to be worked on this year have not been decided yet.

**Holly Hill Update:**

The Holly Hill Community Resource Center is now open.

Donald Needham, At-Large, asked about the amount of money coming in through fines. Lucinda Colee, Library Director, responded that Unique is bringing in more than the company costs. Donald Needham inquired about the revenue possibilities of making patrons have their cards in good standing. Lucinda Colee, Library Director, responded that library cards have to be renewed annually, but there is still a 10% return rate because people are not updating their addresses.

Neil Harrington, Chair, asked if the Holly Hill agreement was an annual agreement and if the City of Holly Hill was paying the library any money. Lucinda Colee, Library Director, answered that the City is not paying any money and that the computers were a onetime donation. The agreement is annual and the lending libraries are the County's with County staff members servicing them daily. Neil Harrington, Chair, requested an approximate cost for the lending libraries at the Holly Hill Community Center.

**New Business:**

Sue Lombardi, District V, asked if the downloads from the online resources count as part of the circulation numbers. Lucinda Colee, Library Director, answered yes. The Kindle is now compatible with OverDrive downloads. Since 61% of readers have Amazon Kindles, Lucinda Colee has requested that the County Council add money to the OverDrive contract so that more eBooks can be purchased.

Sue Lombardi, District V, asked what the status of the Council of Friends was. Claudia Hutchins, At-Large, answered that the Friends of the Library groups were still trying to create a council, however, they have not met in a long time and that there was not a meeting planned.

Neil Harrington, Chair, reported that he received a phone call from a patron expressing concerns about the last patron survey. Lucinda Colee, Library Director, responded that there are comment cards in every library and there is an online survey that can be completed at any time.

**Adjournment:**

With no further business the meeting was adjourned at 3:08.

**Next Scheduled Meeting:**

The next meeting will be on Friday, January 13<sup>th</sup> at the Port Orange Regional Library.

Respectfully Submitted,  
*Chelsea Harrison*