

Minutes of the Volusia County Library Advisory Board Meeting

January 13, 2012

Port Orange 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
Jane Weimer, Port Orange Regional Librarian
Anne Powers, Network Librarian

Chris Hartley, District IV, called the meeting to order at 10:05 am.

All board members were present with the exception of Sue Lombardi, District V, Robert Clinton, District III, Neil Harrington, Chair, and Claudia Hutchins, At-Large.

Minutes of the Previous Meeting:

Donald Needham, At-Large, made the motion to accept the minutes, Chris Hartley, District IV, seconded the motion. The motion passed unanimously.

Director's Report:

Library Use Statistics – Handout

Lucinda Colee, Library Director, reviewed the Florida Library Statistics for 2008-2009, please see attached. The highlighted libraries serve a comparable population. The most recent fiscal year statistics show increases and are written on the bottom of the page.

Donald Needham, At-Large, asked what the significance was of materials per capita. Lucinda Colee answered that it shows how much is being spent on materials and how many items we have per person in Volusia County. The Library has a very good weeding program where at least 5% of the collection that is outdated or in poor condition is weeded. This does not include downloadable media.

Chris Hartley, District IV, asked what the circulation was per capita. Lucinda Colee answered 8.5 items per person in one fiscal year. There was a decrease in FY 2011 due to policy changes; however there were very high visits per capita with a decrease in population. There is high program attendance and a wide variety of programs for patrons to choose from.

Lucinda Colee presented the core standards from the Public Library Standards Guideline recommendation from the Florida Library Association, please see attached. The Volusia County Public Library System generally falls between central and enhanced, with a .4 FTE per 1000 population. Take all

FTE and divide it by the number of hours staff trained in with webinars and hands on training is 15 hours per FTE. The North East Library Information Network has opened up many opportunities for training.

The Library is still moving forward, adding new services, and maintaining staff levels with 14 unfunded positions, despite four years of budget cuts. For the last year vacant positions have been justified and filled and Lucinda Colee's supervisors understand that the positions have to be filled or there will be a service level reduction.

Chris Hartley, District IV, commended the staff for doing more with less. Lucinda Colee thanked the volunteers for all of their contributions as there were 75,000 volunteer service hours logged last year. Without their increased support, service levels would have had to be reduced. Lucinda Colee directed the board members to FLA.org for more information.

Status Report to County Council

Lucinda Colee, Library Director, presented the Status Report compiled for the County Council, please see attached. Donald Needham, At-Large, asked if the title of Capital Improvements could be changed as what is budgeted is maintenance. Lucinda Colee answered that it is part of the budget process and that large maintenance projects are considered improvements.

Donald Needham asked what the prospects were for accomplishing what was outlined. Lucinda Colee answered that everything has already been approved as part of the budget process.

Library Annual Plan of Service – Handout

Lucinda Colee, Library Director, presented the Annual Plan of Service that was sent to the State Library, please see attached. Chris Hartley, District IV, asked how much is actually completed. Lucinda Colee answered that while it is very ambitious, it is feasible.

Library Legislative Day – Tallahassee

Lucinda Colee, Library Director, informed the board that the Library Legislative Day in Tallahassee is on Wednesday, February 1st 2012. Library staff members are not planning to attend. Donald Needham, At-Large, requested that Lucinda Colee schedule a meeting locally with Representative Dwayne Taylor.

Project Compass Staff Team Report – workforce recovery

Melissa Reynolds, New Smyrna Regional Librarian, reported on the Project Compass Team and their efforts regarding the workforce recovery. Please see the attached brochures and flyers.

Volusialibrary.org has been updated to include new tabs labeled For Job Seekers and For the Business Community. These new tabs have brochures, flyers, and links to resources for patrons to use. The information will also be available physically in the branches.

Chris Hartley, District IV, stated that this committee will be very useful when the State looks at the budget. The Library System is doing more than just library business, it is taking care of the community in the way that it needs. Lucinda Colee, Library Director, stated that she is keeping the leaders informed of

what is being accomplished. Information about library programs will be put in a monthly newsletter. Debra Shaffer will sit on a panel for the Florida Library Association Conference in April. News Journal advertisements are generating interest in library programs. Donald Needham, At-Large, would like the Project Compass courses to be made known at all of the branches. Lucinda Colee stated that the library is trying to have as many hands on classes as possible.

The Friends of the Library groups have paid for laptops labs that have been extremely valuable. The Edgewater Public Library has a laptop lab every Thursday where they offer a hands-on opportunity to work with a staff member on a laptop to fulfill Project Compass goals. They are not confined by the time constraints of SAMS. This has been very successful thus far.

Donald Needham asked if there was an opportunity to use volunteers so more classes of this nature could be offered. Lucinda Colee answered that volunteers would be evaluated on a case by case basis. The staff members that run these programs are well trained, available, and consistent in what they are teaching.

Lucinda Colee commended the team for doing an outstanding job. Donald Needham stated that the role of the library has changed to something that is much more community based.

NOVELIST Next Reads – online reader’s advisory service, next read newsletters, and happenings newsletter

Anne Powers, Network Librarian, presented Novelist NextReads to the board. Novelist and Good Reads, a global comment website, are now integrated with the Surfcat catalog. Through NextReads patrons can opt to receive a monthly or bimonthly newsletter in any genre they choose. VCPL is also creating a newsletter that will show-case coming programs and resources. This will be distributed monthly through email for patrons who request it.

Library Endowment: Request/Resolution

Donald Needham, At-Large, recommended that the present board members would vote on the endowment and that Lucinda Colee, Library Director, would call the absent members to get their votes by phone. Lucinda Colee presented the Library Endowment request to the board, please see attached. The money used would be spent on programs and eResources, with most of the money being rolled over to the next year. Endowment recommendations are made by the Regional Librarians based off of staff ideas. The Friends of the Library have a separate line item, but they are aware of the Endowment uses.

Donald Needham, At-Large, made a motion to accept the Library Endowment Request. Jean Fletcher, District I, seconded the motion and Chris Hartley, District IV, approved the motion. Lucinda Colee will call Neil Harrington, Chair, for his vote to achieve a quorum. Chris Hartley, District IV, signed the Endowment Request.

(This item will be back on the agenda for discussion and approval with a quorum at the March meeting).

Old Business:

Holly Hill Site Costs:

Lucinda Colee, Library Director, explained that the total ongoing costs for the Holly Hill Community Partnership site are \$60,000.00 annually. Donald Needham, At-Large, asked how the cost of operations for Holly Hill would compare to the cost per citizen for usefulness. Lucinda Colee answered that it is her intent to continue monitoring the use of the site and as budget preparations for next year begin she will create a report for her supervisors as part of the budget process. The agreement with Holly Hill can be reviewed annually July. The City of Holly Hill must be given 30 days notice if the agreement will not be renewed.

Donald Needham stated that the City of Holly Hill appears to be unappreciative and that the lending libraries could be used elsewhere and reach more patrons. Lucinda Colee responded that she would continue to evaluate. Chris Hartley, District IV, asked if the lending libraries were being used. Lucinda Colee, Library Director, answered that the four machines have less than 300 circulations a month. The two machines at the Ormond Beach Regional Library had 1600 circulations a month.

Donald Needham asked if the lending libraries could be put in other locations such as the YMCA in Port Orange or other organizations. Anne Powers, Network Librarian, stated that it is possible to put the machines there; all that is needed is a wired or wireless access. Lucinda Colee added that the cost of having lending libraries at multiple locations would be increased and that there are branches in the system that would like to have lending machines. She is also uncomfortable with approaching outside organizations with the implication that the machines would be removed from Holly Hill. Donald Needham felt that perhaps the increase in money would be worth while. Jean Fletcher, District I, stated that every day that she volunteers at the DeLand Regional Library patrons from DeLeon Springs ask for the Book Mobile back. Lucinda Colee responded that many sites have potential, however, she has to consider the impact on the work load and whether there is a staff member that could be made available to work on the machines. This may be an opportunity for a volunteer if they were supplied with a county vehicle.

New Business:

Lucinda Colee, Library Director, informed the board that Stetson University is having a homelessness forum on Saturday, January 21st. As a library system this issue is dealt with on a daily basis. Kathleen Mann, Deland Regional Librarian, Brook White, Daytona Beach Regional Librarian, and Stacy Hutchins, Assistant Daytona Beach Regional Librarian will attend and represent the Library. They will discuss the state of homelessness in Volusia County and the roll of local governments and communities to better assist the homeless population. This is a community forum and VCPL wants to be part of the solution.

Donald Needham, At-Large, asked if books that are not sold in the Friends book sales are ever boxed and sent to homeless shelters. Lucinda Colee answered yes, but that most of the items that are not used are in too poor of condition to be given away.

Public Participation:

Susan Torrent asked if the materials from the lending libraries were not being returned. Lucinda Colee, Library Director, answered that there has not been any more loss than any other part of the library.

Board Discussion:

Chris Hartley, District IV, asked if the increase in paperback books was deliberate and if they are as durable as hard cover. Walter Jubinsky, Ormond Beach Regional Librarian, answered that they are as durable as they need to be and that it is the publisher's decision to only publish in paperback form.

Adjournment:

With no further business the meeting was adjourned at 11:35 am.

Next Scheduled Meeting:

The next meeting will be on Friday, March 2nd at the Library Support Center at 10:00 am.

Respectfully Submitted,

Chelsea Harrison