

Minutes of the Volusia County Library Advisory Board Meeting

March 2, 2012

Library Support Center

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
Melissa Reynolds, New Smyrna Regional Librarian
Linda Dahlquist, Library Associate

Neil Harrington, Chair, called the meeting to order at 10:05 am.

All board members were present with the exception of Robert Clinton, District III.

Minutes of the Previous Meeting:

Neil Harrington, Chair, made a motion to accept the minutes. Jean Fletcher, District I, seconded the motion. The motion passed unanimously.

Director’s Report:

Lucinda Colee, Library Director, reviewed the absence policy with the board. The board agreed to continue meeting at 10:00 am and the meeting time will be readdressed next year.

Library Journal Paralibrarian of the Year:

Linda Dahlquist, Library Associate, has received the Library Journal’s National Paralibrarian of the Year Award. The nomination was written by Melissa Reynolds, New Smyrna Beach Regional Librarian, and there will be a reception in Linda’s honor in Anaheim, California in June. Linda has also received an unsung hero award and customer service award. She created the roving reference in the New Smyrna Beach Regional Library and will be on the cover of the March 1st Library Journal.

Neil Harrington, Chair, asked if she would be interviewed in Volusia Magazine and on the radio. Lucinda Colee, Library Director, agreed to try to set those interviews up.

County Diversity Project:

The annual Volusia County Diversity Luncheon, where different cultures within the county are showcased, had a competition between divisions in order for staff to become better acquainted. Library Services created a diversity tree that will travel to all of the libraries and be displayed in the rotunda. Individual branches held diversity events and created their books that would be placed on the tree. Library Services came in third place.

Legislative Update:

State Aid:

Legislative State Aid is scheduled to be approved at the current rate and cuts are not expected.

Appointment with Representative Taylor:

Lucinda Colee, Library Director, has called Representative Taylor at the request of Donald Needham, At-Large, but has not heard back from him yet. Donald Needham asked that she write Representative Taylor a letter and copy Jim Dinneen, County Manager, and other council members.

Security Cameras – update:

The RFP for the security cameras and card access for county buildings has come in. The vendor will be selected on March 6th.

Donald Needham, At-Large, asked if defibrillators are in all of the library branches. Lucinda Colee, Library Director, answered that the Port Orange Regional Library is the only branch to have one because it is supplied by the city. Other branches used to have them, but due to lack of routine maintenance, Library Services was directed to remove them from the buildings. This topic is now being handled by the Legal Department.

Library Facilities Maintenance:

Efficiency Study:

Library Services will be participating in an efficiency study by Loric LA consulting in order to set up computerized maintenance management software that will track how much it costs annually to maintain the buildings and keep an inventory of supplies. This directive to look into the maintenance costs will provide budgeting information for daily maintenance that is currently unknown. Maintenance staff will use a netbook in order to track their work completed and materials used. The software licenses will be purchased through a system that is already in place with Facilities and Public Works. The periodic maintenance program is very good, with all projects being completed.

Port Orange Roof Project:

The Port Orange Regional Library Roof Project will be on the March 15th County Council agenda. The library is using a local vendor that came in \$20,000.00 under the projected budget.

Daytona Regional Roof Project:

The Daytona Regional Library Roof Project bid will go out in June, so that the project can start in August at the end of the Lease Turn nesting season. \$11,000.00 of that project will go toward replacing the Lease Turn habitat on a portion of the roof. Neil Harrington, Chair, asked if the City of Daytona would repave the parking lot. They have not been asked to do so.

DeLand Project:

The Friends of the DeLand Regional Library met with Lucinda and the architect to select paint colors, carpet, and to add a window for more light.

Old Business:

Endowment Request:

Neil Harrington, Chair, stated that because the previous meeting did not have a quorum, the vote on the endowment funds should not have taken place; therefore the board will vote again. Lucinda Colee, Library Director, presented the endowment request, please see attached. Neil Harrington made a motion to approve the request for \$6,182.92, the motion passed unanimously.

New Business:

Library Services has participated in a job fair sponsored by the City of New Smyrna Beach, where information regarding how the library can assist the unemployed was distributed. The Volusia County Personnel Department was also present. At the future job fairs in Daytona Beach and Deltona Library Services will be partnering with the Personnel Division to inform the public on employment opportunities.

Next year's budget will be presented at the May County Council Meeting. Last year the library did not go to roll back, but it is a possibility for this year. Roll back will be dependent on what the property appraisers report.

Chris Hartley, District IV, asked how the lending machines at Holly Hill are doing. Lucinda Colee, Library Director, is preparing a report on their use for her supervisors as a part of the budget process. She will present that information at the May board meeting.

Lucinda Colee presented and explained the benefits of the carpet option that may be used in the upcoming Daytona Beach Regional Library carpet replacement.

Jean Fletcher, District I, asked if the DeLand Regional Library was still going to have revolving doors installed. Lucinda Colee answered yes, that it they are a part of a whole new store front.

Chris Hartley asked if the number of patrons using the library is rising. Lucinda Colee answered that some locations are seeing an increase. She will bring new numbers to the May meeting.

Adjournment:

With no further business the meeting was adjourned at 11:05am.

Next Scheduled Meeting:

The next meeting will be on Friday May 11th at the Deltona Regional Library at 10:00am.

Respectfully Submitted,

Chelsea Harrison