

Minutes of the Volusia County Library Advisory Board Meeting
May 10th, 2013
Ormond Beach Regional Library

Members:

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

Staff:

Lucinda Colee, Library Director
Chelsea Harrison, Recorder
Walter Jubinsky, Regional Librarian
Suzan Howes, Regional Librarian

Neil Harrington, Chair, called the meeting to order at 10:06 am.

All the Board members were present, with the exception of Jean Fletcher, District I.

Minutes of the Previous Meeting

Neil Harrington, Chair, made a motion to accept the minutes. Chris Hartley, District IV, seconded the motion. The motion passed unanimously.

Election of Officers

Claudia Hutchins, At-Large, nominated Neil Harrington, District II, as Chair. Sue Lombardi, District V, seconded the motion. Donald Needham, District III, nominated Chris Hartley, District IV, as Vice Chair. Claudia Hutchins seconded the motion. Chris Hartley nominated Donald Needham as Secretary. Robert Clinton, At-Large, seconded the motion. All appointments were approved unanimously.

Director's Report

Budget Update

Lucinda Colee, Library Director, informed the Board that she is working on the budget, but since there have been reductions since 2007 it is difficult to find anything further to reduce. The Board will meet on July 12th, at the Library Support Center to discuss the budget.

The projection for revenues is flat at the same rate, but the County has not adopted anything yet. If the current rate is held then there will be a slight increase from the projected property values. In order to move forward, \$300,000 from the fund budget and \$1.3 million from reserves will be used, as has been done in prior years.

Donald Needham asked if the money grows from investments. Money is saved throughout the year when the Library spends less than budgeted. Donald Needham asked if there would be a reduction in the millage rate. The Library is working with the same millage rate. Chris Hartley asked what the reserve fund balance is. There is \$6.9 million left in reserves.

Capital Improvement Projects

Neil Harrington inquired about capital improvements. Lucinda Colee answered that the DeLand bookstore will be done in June and was fully funded by the Friends of the Library. The Library is out to bid for the revolving door storefront for the DeLand Regional Library as they do not have a vestibule to block the elements in their entrance. DeLand will close to have their storefront remodeled, floors recovered, and walls painted, during this fiscal year. DeBary will have new floor covering, paint, and work done on their flat roof. The roof at the Library Support Center was recently completed and the building will receive interior and exterior paint. The roof at City Island is virtually finished. The Oak Hill Library will have its roof repaired next year.

Donald Needham asked if the café at the Deltona Regional Library was still open. There have been a few small issues, but the café is used and provides concessions for library events. As long as it breaks even, it will remain open.

Mini-Budget Workshop

Lucinda Colee presented the Mini-Budget Workshop to the Board, please see attached. The presentation was moved up to March 21st and Lucinda was grateful to Neil Harrington for attending. She directed the Board to the PEW Study for advocacy talking points. Neil Harrington informed the Board that the presentation was very thorough.

Donald Needham asked how the Library can coordinate with public schools. He informed the Board that the YMCA services the local high school. Neil Harrington feels that bureaucratic mindsets prevent coordination from occurring. Claudia Hutchins recommended small ways to help, like giving teachers free books from the bookstore and hosting programs before the holidays. Lucinda Colee spoke about the issue of liability insurance and its cost.

As a part of the Mini-Budget, County Council agreed to discontinue service at the Holly Hill location. Though the Library was going to provide service until October, the City of Holly Hill closed and locked the doors the next day. Everything has been removed and all four lending machines have been redeployed to DeBary, Deltona, Ormond Beach, and Port Orange. The machines will be reconfigured on May 20th and should be up and running by June 1st.

Donald Needham asked for impressions of the new County Council. Neil Harrington stated that the budget meeting went wonderfully and that Lucinda's presentation was excellent. Lucinda Colee stated that the budget was also an opportunity to inform the council about the library system as well as its patrons.

Lucinda Colee informed the Board that based on comments and concerns the DVD renewal policy will now allow patrons to renew a DVD one time. They will also be allowed to place one DVD on reservation at a time. Donald Needham asked if the DVD usage has been affected by Netflix. Due to cost Netflix has not impacted the Library, though circulation is slightly down. Chris Hartley asked who ordered DVDs. There is a plan for Blockbusters and the local branch orders the rest for their community.

Old Business

Lucinda Colee informed the Board that State Aid is in the budget that the Governor has now, with funding for cooperatives. We are members of NEFLIN and we benefit greatly from their training.

Donald Needham asked about the problem of reciprocal borrowers using digital media. Lucinda Colee answered that she is working with legal to rewrite the agreements so that their cards are blocked from the digital media as we are having a difficult time of supplying our patrons. This would not block them from using the physical collections.

Donald Needham made a motion for Lucinda Colee to modify the reciprocal borrower agreement to limit access to the physical collections only. Robert Clinton seconded the motion. The motion passed unanimously.

New Business

Lucinda Colee informed the Board that Freegal will now be able to be streamed for three hours a day. Patrons will still be able to download up to three songs a week.

Sue Lombardi asked why when a patron puts an item on reserve they are number 10 on the list, but when they check back later they have moved to number 56. Lucinda will ask Anne Powers if that might happen when more copies of the same item are added into the system. It could also be staff error; they may have looked at the total number of holds on the card instead of their place on the list.

Chris Hartley asked how much security cost after talking with the Ormond Beach security guard who complained of being bored. Lucinda Colee answered that the Ormond Beach staff felt that they needed a security guard. It costs \$250,000 a year for 7 facilities to have security. There are daily incidents that are not advertised. The security guards may be reevaluated after the security cameras are installed. Walter Jubinsky, Regional Librarian, stated that the staff would have to make the patrols that the security guards do in order to reduce theft and incidents.

Adjournment

With no further business, the meeting was adjourned at 10:58 am.

Next Scheduled Meeting

The next scheduled meeting will be on July 12th at the Library Support Center at 10:00 am.

Respectfully Submitted,
Chelsea Harrison