

Minutes of the Volusia County Library Advisory Board Meeting
July 12, 2013
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 Director
Chelsea Harrison, Recorder
Suzan Howes, Ormond Beach Regional Librarian
Brook White, Daytona Beach Regional Librarian
Melissa Reynolds, Deltona Regional Librarian
Kathleen Mann, DeLand Regional Librarian

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

All the board members were present.

Minutes of the Previous Meeting:

Donald Needham, At-Large, made a motion to accept the minutes. Claudia Hutchins, At-Large, seconded the motion. The motion passed unanimously.

Director's Report:

Update on Lending Machines:

In June of 2010 the machines at the Holly Hill location circulated 255 items with 4 machines. In 2013 at the Debary Public Library they circulated 1,002 items, in Deltona 1,306 items, in Port Orange 1,104 items, and in Ormond Beach 862 items. The total amount of circulations from the machines at their new locations is 4,570 items. The Library Advisory Board recommended to County Council that the machines be relocated and that has proven to be very successful.

Lake Helen- Hours Change:

The Lake Helen Public Library will be changing its hours as of August 1st. It will be closed Saturday and open Monday. Tuesday and Thursday will be open later as well. This change was based on the recommendation from recently retired branch head and puts Lake Helen in alignment with the other smaller branches. Additionally, it is difficult for the DeLand Regional Library to cover the Saturday hours at Lake Helen. There will still be 8 libraries open on Saturday and 6 open on Sunday. This has been proven to be successful at the Dickerson Heritage Library and the Orange City Public Library who made the changes a year ago.

Budget Forecast:

Lucinda Colee, Library Director, presented the budget forecast to the board, please see attached. On August 22nd there will be a continuation of the budget forecast review at County Council. Neil Harrington, Chair, asked if there was a common trend with the unfunded positions. Lucinda Colee answered that there is not one classification that is being unfunded. Donald Needham asked if all of the Council members were supporting of the Library.

Neil Harrington commented that you cannot cut taxes without destroying programs. It is a compliment to Library Services that we are able to continue all of our services and have built reserves that can be relied on. There are not any drastic cuts in service or closures being recommended at this point. However, for the first time three projects that were planned for next year will be delayed: painting at three locations and floor covering at one. Planning for and maintaining the facilities is a priority for the Library.

Recommended FY 2014 Budget:

Lucinda Colee presented the recommended FY 2014 Budget, please see attached. Tablet computers have been purchased for each Region of the Library System. Donald Needham asked if the Daytona Beach Regional Library was still happy with the floor covering. Yes, it has held up well, even after a flooding issue. Donald Needham asked if there were any changes in personnel laws that would impact Library Services. Since Library Services is self insured there will not be any changes within the next few years. There will be more out of pocket cost for employees.

Neil Harrington asked how this budget compared to five years ago. There have been a couple of years that the General Fund went to roll back and Library Services did not. There is an increase in State Aid expected.

Chris Hartley, District IV, asked if there was a decrease in fines collected because DVDs can be renewed. Lucinda Colee requested that the fines for DVDs be reduced to \$.50, but it has not been approved yet.

Sue Lombardi, District V, asked what would happen at the Lyonia Center after the 10 years are up. Parks and will pay for the salaries of the staff but Library Services will maintain the building.

The County Manager is recommending a 3% wage adjustment for all employees.

NEFLIN provides an amazing amount of training at no cost other than the membership. Lucinda has not received any indication from the State that they are going to begin charging for their services. All cooperatives in Florida have to offer their training to any library employee in Florida. VCPL will be adding streaming video as a downloadable resource.

Neil Harrington recommended talking to vendors for cumulative discounts for the year. When Friends of the Library buy anything, they should buy through the County so it gets the credit toward the State Aid formula. They will also get a better deal in most cases.

Donald Needham asked for an update on Flagler County Reciprocal Agreements. They have their own access now, making it a smaller issue; however Library Services is still working on removing reciprocal borrowers from the digital collections.

Donald Needham moved that the County Library Advisory Board recommends to the County Manager and County Council a Library Fund millage rate of 0.5520 mills and a FY 2013-14 budget of \$22,466,867 for the Library Division. Jean seconded the motion. The motion was unanimously approved.

Neil Harrington asked what would happen if the assessments are higher than the prediction. There would be a budget transfer that would go directly into the Library Services fund. A not to exceed rate will be set soon. Robert Clinton, At-Large, asked when Library Services would ask for more money. Every year the budget presented is what is needed to do business; money is not arbitrarily set aside. The forecast shows that Library Services would stay at this millage rate and if the property values increase then there would be an increase in funding as well.

Neil Harrington expressed a concern over new programs being created when there is more money instead of funding what was cut.

Old Business:

The DeBary project is moving forward. The library will be closed August 12th- 25th for the new floor covering, interior painting, and rearranging. The lending machine will be open during the closure.

The DeLand Friends bookstore has reached substantial completion. The DeLand Regional Library will be closed for three weeks at the end of the DeBary project to install a new revolving door storefront at the entrance due to a climate control issue. It will cost \$95,000.00 and is much cheaper than building a new lobby with two sets of doors. The project will also include floor covering, interior painting, and rearranging.

New Business:

Lucinda Colee and Anne Powers, Network Librarian, will present information about Library resources available for local businesses on August 9th at the Economic Development Quarterly breakfast.

Long time employee, Jan Dudding, is retiring at the end of the month. She has been with the libraries for 32 years. Brook White will be the interim Collection Development Manager.

Board Discussion:

Robert Clinton requested that Lucinda bring hourly statistics for the circulation of the lending machines. Maintenance is scheduled for the Lake Helen Public Library; Robert Clinton noted that it was needed.

Adjournment:

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

Next Scheduled Meeting:

The next scheduled meeting will be on September 6th at the Port Orange Regional Library at 10:00am.

Respectfully Submitted,
Chelsea Harrison