

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

**March 7<sup>th</sup>, 2014**

**DeLand Regional Library**

**Members:**

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

**Staff:**

Lucinda Colee, Library Director  
Chelsea Harrison, Recorder  
Dave Bryon, Community Services Director  
Kathleen Mann, Regional Librarian  
Char Purdy, Assistant Regional Librarian

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Neil Harrington, Chair, called the meeting to order at 10:00 am.

All the board members were present.

**Minutes of the Previous Meeting:**

The minutes were approved and passed unanimously after a correction was made on page 2 under Letter to County Council. The paragraph will now show a break between the first and second sentences.

**Director's Report:**

**Facilities Review discussion:**

Dave Byron, Community Services Department Director, asked the board to consider the long range future of the library system from a facilities perspective. Currently there isn't any money allocated for library growth, however, a recommendation should be in place if funds should become available. New libraries are not likely to be constructed; however, existing facilities may be expanded. Prior to moving forward with a recommendation, a letter, written by Neil Harrington and Lucinda Colee, will be sent to the County Manager and County Council requesting permission to proceed with the study. If approval is granted, then workshops will be planned so the board can give a quality recommendation with citizen input. Topics will include: library locations, size requirements, service needs, computer labs, meeting space, etc.

Donald Needham asked if there was an anticipated change in the tax base. Yes, the base is expected to see slight growth.

Donald Needham made a motion to proceed with the evaluation of present and future needs of the library system and any other needs that arise. Jean Fletcher seconded the motion. The motion passed unanimously.

**Capital Improvement Projects – update:**

The Deland Regional Library renovation has been successfully completed. The New Smyrna Beach Regional Library is due for carpet, paint, and a revolving door store front. The Port Orange Regional Library will be closed for three weeks in June for new paint and carpet. Repairs will be made while the Ormond Beach Regional Library's roof is still partially under warranty. Marmoleum will also be installed in the entry and hallway.

Donald Needham asked if there was any consideration for consolidating the two entrances at the Ormond Beach Regional Library down to one. The parking lot causes two entrances to be needed.

**Snapshot Day Results:**

Lucinda Colee presented the Snapshot Day information, please see attached. Donald Needham requested when patrons register for a library card they could be asked what they are expecting to get from the library. It would be possible to do a sampling.

Lucinda Colee and Anne Powers will be attending the Computers in Libraries conference in Washington, DC, to research RFP Self Check and the future of computers in the libraries.

**Old Business:**

Neil Harrington asked Dave Byron if volunteer appreciation is a topic for his radio program. It is a County Council directive to appreciate all volunteers and the County Council helps fund volunteer recognition efforts. Earlier this week Lucinda was on his program and publicly thanked the volunteers.

Lucinda presented the circulation statistics for books versus DVDs that were requested at the last meeting.

Donald Needham asked if the Library is doing away with print materials. Library staff uses Collection HQ to manage the collection and evaluate what is not circulating. The new DVD policy has increased reservations, but there has not been a huge change.

The Board discussed the DVD loan period policy. Donald Needham made a motion to maintain circulation loan policies as they are. Jean Fletcher seconded the motion. The motion passed unanimously.

Neil Harrington will send out a draft of the letter to County Council via individual email based on the historical terms of input the board has had in previous discussions for the relocation of a library facility. The letter will be discussed and approved at the next meeting.

Lucinda presented the State Aid Grant, please see attached.

The legislature meeting with Rep. Dave Hood was canceled. Lucinda will try to reschedule it.

**Public Participation:**

Jerry Lombardi informed the board of the success of DeBary's volunteer appreciation dinner. He feels the renovations at the DeBary Public Library are outstanding and thanked the staff for all of their hard work.

**Adjournment:**

With no further business, the meeting was adjourned at 11:20 am.

**Next Scheduled Meeting:**

The next scheduled meeting will be May 9<sup>th</sup> at 10:00am at the Ormond Beach Regional Library.

Respectfully Submitted,  
Chelsea Harrison