

LIBRARY ADVISORY BOARD ADOPTED MINUTES

OCTOBER 30, 2023, 5:30 p.m.

Members Present: Susan Kellicut, Vice-Chair Rosemary Closson, Raven Arscott, Jeanine Ellenson, and Christine Trevett

Absent: C. Sean Loosier, Chair, Sheba West

Staff: Christine Patten, Library Services Division Manager, Kathi Efland, Public Services Manager and Amy Cantley, Assistant Branch Manager

1. Ms. Kellicut called the meeting to order at 5:41 p.m. and noted that there was a quorum for the October 30, 2023, Library Advisory Board Meeting. The motion was made to accept the official minutes from September 25, 2023, by Ms. Closson which was seconded by Ms. Arscott and approved by unanimous vote.
2. Ms. Patten introduced Ms. Amy Cantley, the Assistant Branch Manager for the Central Branch. Ms. Cantley presented a report on an oral history project that she developed as her project for the Florida Library Association, Sunshine State Leadership Institute. The Sunshine State Leadership Institute is a training program that provides training for the next generation of new library leaders. Ms. Cantley's project is to capture the stories of Seminole County natives who lived in our county before 1960. Their stories will be recorded and archived and with permission used for future history programs. Ms. Cantley is partnering with local museums and historical societies and will be using adult volunteers to assist in recording the stories. Ms. Cantley is working to include the stories of students and educators of the Rosenwald School.
3. Ms. Patten reported on E-rate which is a federal program to reimburse technology costs for libraries serving low-income communities. The County IT department have been investigating E-rate to determine if there is an advantage for the library.
4. Ms. Efland, the Public Services Manager talked about databases that the library would like to offer this year. We hope to offer Chilton's Automotive Database and Weiss Ratings. Chilton's include detailed diagrams and repair information for automobiles. Weiss Ratings includes Medicare insurance company ratings and other financial information.
5. Ms. Patten reported on the shelving replacement project for the Central Branch Kids Zone. We are requesting quotes to replace the 35-year-old shelving in the juvenile fiction and nonfiction sections with new steel cantilevered shelving. The County funded the shelving project last fiscal year for \$103,000, but we were delayed in getting started. The library also plans to have the carpeting in the storytelling room replaced with funding from the Friends of the Library and new seating in the children's area.
6. The Library Advisory Board members and Ms. Patten discussed the two new Branch Manager positions that the library needs. The positions were lost in 2008 during the economic downturn and county layoffs. The library has high need to replace these positions so that every branch will have a Branch Manager for 40 hours per week. Ms. Patten is requesting a mid-year addition for these positions.
7. Ms. Patten provided an update on the situation at the Northwest Branch with high number of teens who go to the branch after school. We regularly have over 100 high school students and 20 to 40 middle school students each day. Behavior problems are addressed with warnings, requests to leave for the day, and depending on the severity of the behavior some teens are issued trespass warnings by the Sheriff Deputies.
8. Ms. Patten reported that Patron Point, for the automation of online library cards is still held up the county Purchasing department. The contract with SirsiDynix had to be amended to pay for the connection between the two systems.
9. Ms. Patten provided an update on the West and North Branches ADA restroom remodeling projects. The ADA remodeling project for the West Branch is expected to be completed in the next couple of weeks.

The North Branch ADA project has received permits from the City of Sanford and will be starting in soon.

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10. The Library Advisory Board discussed the next steps in implementing the Library Master Plan. The next step is to develop a funding report that would outline the funding needed and the potential funding sources. The Library Advisory Board members request that this be on all the future agendas for updates and discussion.
11. The next meeting will be December 4, 2023, in the gallery at the Central Branch. This is the combined November and December meeting to avoid holiday scheduling conflicts.

Adjournment 7:06 PM