

LIBRARY BOARD
EDGEWATER PUBLIC LIBRARY
REGULAR MEETING
OCTOBER 7, 2008
3:30 P.M.

MINUTES

1. CALL TO ORDER

Chairwoman Haughwout called the Regular Meeting to order at 3:35 p.m. at the Edgewater Public Library.

2. ROLL CALL

Members present were: Chairwoman Jean Haughwout, Marie Goodrich, Laverna McGinnis, and Kathy Booth. Anne McDevitt arrived at 3:36 p.m. Also present were Head Librarian Ruth McCormack and Recording Secretary Lisa Bloomer.

3. APPROVAL OF MINUTES

A. Regular Meeting of January 8, 2008

Ms. McDevitt moved to approve the January 8, 2008 minutes, second by Ms. McGinnis.

The MOTION CARRIED 5-0.

B. Special Meeting of April 1, 2008

Ms. Goodrich moved to approve the April 1, 2008 minutes, second by Ms. Booth.

The MOTION CARRIED 5-0.

4. REPORT OF THE LIBRARIAN

Ms. McCormack presented the Librarian's report. She commented on the State Statistical Report they did in July. This one was to tell them how many traditional reference transactions they have. That is done by a sampling of specific hours and days during a particular week and they extrapolate to come up with what they think are the reference transactions. Those are people asking for assistance to locate something. Their number for six

months was 38,870 questions. They guessed that about 25% of the people who come in have at least one question.

Ms. McCormack then commented on the number of users they have on the children's computers. She commented on the public use computers being on a tracking system. The estimate for one year was 2,496 children who used the computers.

Ms. McCormack commented on doing a report at the last meeting of the Friends of the Library. They are currently checking out about 20,000 items a month, which is very good. Their circulation currently is up 13% over last year. They feel they are finally regaining some ground that they lost with the road widening that made it more difficult to get in and out of the parking lot.

Ms. McCormack stated at the time when she submitted this report for the Friends, in late July or August, they had already registered 1,000 new customers and have probably done a couple hundred since then.

Ms. McCormack then commented on the children's programs being very successful. They were doing seven programs a week. Cyndi Garlit and her assistant Jennifer, their newest employee, are doing terrific.

Ms. McCormack reported that the Friends of the Library approved some special purchases for this year including 25 new padded chairs for the auditorium, some new book carts and a new rocking chair.

Ms. McCormack then commented on having elections for the Friends of the Library. JoAnne Sikes has taken the role of President again. She then thanked Anne McDevitt for staying on much longer than she ever anticipated. They also have Joyce Purinton, Vice President; Kathy D'Amore Secretary; and Janet Hautzinger, Membership Chairman. Jean Kreimeier was reelected as treasurer. The Program Chairman position is currently vacant, which was filled by Dee Shaw, who will no longer be residing here full time anymore.

Ms. McCormack stated the County Library budget was accepted as presented to the County Council, which means although they did do some reduction in expenditures there is no change in staff or hours for Edgewater. Materials and

supplies were pretty much consistent with last year, just a little bit of a reduction there. They had the main air conditioning compressor replaced just recently. They had a complete review and repair of the irrigation system.

Ms. McCormack commented on having most of the public use computers replaced this year through a grant with the Bill Gates Foundation and the County Library. They currently have six for adults, two for teenagers and three for children. They are set up so the teens can use the adult computers also but the adults cannot use the teen computers. They must use their library card so it can tell how old people are. Adults and teenagers cannot use the children's computers. They must be under 13 for children, 13 to 17 for the teen computers and the adult computers can take someone from age 13 and up.

Ms. McCormack reported that they are currently fully staffed. Suzan Howes is transferring to the Deltona Regional Library as of the last day of this month. The new Regional Librarian will be Melissa Reynolds, who is currently the Assistant Regional Librarian at the Deland library. She serves on the Reference Committee with her.

Chairwoman Haughwout asked who made the change. Ms. McCormack informed her that the Deltona Head Librarian is retiring and the position was offered to Suzan and she accepted the position. She is looking at it as a great opportunity for some cooperative projects with the New Smyrna library that she has had in mind for a while. She further commented on change usually being good. She thinks it will be an opportunity for Edgewater to be seen in a new light as a huge asset to the Southeast Volusia Regional area. She has many ideas. She sent a message to Melissa saying she hopes she likes to hear new ideas because she is coming into a region that has thoughtful and talented people who are ready to break loose. She responded and will be at the Library tomorrow for a tour of the facility. Stacy Hutchins and herself have had some great ideas for a while of cooperative projects between two libraries. They are hoping for the opportunity to put those forward and see what happens. She expected Melissa would be present at their next Board meeting.

Chairwoman Haughwout asked how their numbers compared to New Smyrna. Ms. McCormack stated they run about 50% of

what New Smyrna runs, which would put them at doing 1/3 of the region's business. They have been falling into the category consistently for the last ten years. When it comes to programming they are a little heavier per staff person. That is a choice they make to try to put more energy into that.

Ms. McDevitt mentioned the sign working well. Ms. McCormack stated the sign is marvelous. It gets lots of attention. When they put something on there people are in there immediately signing up because they saw it advertised on the sign.

Ms. Booth asked if the difference between the children, teen and adult computers was due to the level of security. Ms. McCormack stated it is an access level. It is what they can access on the Internet. The children's computers have programs installed on them that are geared for children. They can get the Internet but there are blocks in place to keep them from going to places they shouldn't go to. Sometimes they are able to bypass those and they report those particular sites and have them blocked expressly. The teen computers give them one more level of access but not complete access. The adult computers have free access but there are still many things that are blocked on the adult computers as well such as Internet dating sites and sites that would be considered objectionable by most standards. This is a Supreme Court decision that if they wish to have funding for computers in the library they will comply with these specific rules and Volusia County completely complies.

5. COMMUNICATIONS

Chairwoman Haughwout read a letter from Dee Shaw.

Recording Secretary Bloomer mentioned Irene Mackie passing away. Chairwoman Haughwout mentioned it was noticed in the paper but there was no service. Ms. McCormack mentioned Mrs. Mackie being active until the very end.

Ms. McGinnis mentioned sending a letter to the family expressing the Board's appreciation for her work. Chairwoman Haughwout stated she asked around and nobody seemed to know if she had any relatives. Ms. McDevitt

stated she has connections through the Bed Pan Band and offered to make some inquiries.

6. UNFINISHED BUSINESS

Chairwoman Haughwout asked if they should send a letter to Ms. Shaw thanking her for her service to the Library Board. Ms. McCormack stated absolutely. Chairwoman Haughwout asked Ms. Goodrich if she would write the letter. Ms. Goodrich agreed.

7. NEW BUSINESS

A. Board Appointment - Delores Shaw

B. Board Appointment - Irene Mackie

Chairwoman Haughwout mentioned having to find more people to go on the Board. They have to replace Delores Shaw and Irene Mackie.

Chairwoman Haughwout stated she called Lynn Black and Francisco Diaz. She spoke with Mr. Diaz's father and he is out of town and he wouldn't be interested anymore. She called Lynn Black and asked her if she was still interested and she is still interested. Ms. Goodrich asked if she worked during the day. Chairwoman Haughwout stated she asked her if she could make the meeting at 3:30 p.m. on Tuesdays and she informed her that wouldn't be a problem. Ms. McDevitt stated her employment is in Deland. Chairwoman Haughwout stated but she gets off early enough. She does student transportation.

Ms. Goodrich asked Ms. McCormack if she had anybody in mind. Ms. McCormack informed her she had several people and she encouraged them to apply but they did not. She would have to find some other candidates.

Recording Secretary Bloomer informed the Board she was also having something put in the next edition of the newsletter. Ms. McCormack suggested they wait to make a decision until after they see if there are new applicants.

Chairwoman Haughwout asked if they were making a note just to have library applications or for all of the boards. Recording Secretary Bloomer informed her they were

requesting applications for all boards but she put the Library Board is actively looking for applicants.

Chairwoman Haughwout asked if she gets applicants, can she get back with her or somebody so they don't have to wait until the next meeting and they could call some of these people ahead of time. She asked if that was permissible. Recording Secretary Bloomer agreed to let her know if any applications come in.

Chairwoman Haughwout didn't know what other questions to ask other than if they could make the meeting and how interested they are. She asked if there were any other questions she should ask. Ms. McCormack felt the interest level in libraries specifically is important. To be the most effective, they need to have a specific interest in libraries or a general support to be proactive and helpful when they do need help.

Chairwoman Haughwout mentioned there being times when they don't have a lot to do but there are also times when there is work to be done and they need everybody. She was talking to Recording Secretary Bloomer and lots of times they don't need seven people but then there are times they could use 15 or 20.

Ms. McDevitt suggested Chairwoman Haughwout asked if they are familiar with this library and if they have been to this library.

C. Review Library Board Application

Recording Secretary Bloomer asked if anyone wanted to make changes to the application to serve on the Library Board. These are new board applications the City Clerk is going to be handing out and they are all board specific now. She asked if there was anything they wanted to include or remove.

Chairwoman Haughwout asked how the Council was doing appointments. Recording Secretary Bloomer stated they go before Council and Council appoints. Chairwoman Haughwout commented on the rotation between Councilmembers for appointments. Recording Secretary Bloomer wasn't sure. She believed they were doing a rotation within each board.

She knew they had a workshop on that but wasn't sure what came out of that.

Ms. McGinnis pointed out that on the bottom of the application it says board and committee members may be required to file financial disclosure forms. She asked why that was necessary. Ms. Goodrich suggested maybe the Economic Development Board or something. Chairwoman Haughwout pointed out the application was just for the Library Board. Ms. Goodrich thought the application was for all of the boards.

Recording Secretary Bloomer explained when she served in an interim capacity for City Clerk's Wadsworth's position, she had to fill out a financial disclosure and they want to know organizations you have financing through but it is not money specific. It is some type of money related issue. We are not one of the boards that is required to do that. The Board wanted this particular wording removed from the application.

Chairwoman Haughwout asked if they wanted to put on there if they are a member of the library or have a library card.

Ms. McDevitt didn't know if they wanted to put that on the application but it was a question they could ask the applicant about.

Ms. McGinnis felt it asked enough on the first page to give them an idea. Ms. McCormack stated the application does ask why they desire to serve on the Board.

Ms. Goodrich stated when it asks if they have served on any other boards or committees, she asked if they were talking about City boards or committees, or would it be church ones or club ones. Recording Secretary Bloomer stated probably City boards. She agreed to make a note.

Ms. McDevitt suggested leaving City on the first question but leave the second one blank and they could find out if they have been on church boards, community boards or association boards.

Ms. Goodrich felt it was good to have references on the application.

Ms. McGinnis asked Ms. McDevitt if they planned to have any public speakers this year. Ms. McDevitt asked if it was for the Friends of the Library. She would have to ask because they have had an election of officers.

Ms. McGinnis then asked who wrote "Crackers". Ms. McCormack informed her it was Dana St. Clair. Ms. McGinnis asked how much he charges. Ms. McCormack informed her it was a lot. She said she made an inquiry once. She guessed probably \$250. Ms. McGinnis asked if he would donate his time and somebody could come and sell his book for him. She went to the library in Port Orange one time when he gave a speech and he did such a beautiful job. The place was standing room only. Ms. McGinnis wouldn't mind doing \$150 but \$250 is a little much. She would like to hear him again. There are people around who would love to hear him. He is an excellent speaker. Ms. McCormack agreed to research it.

Ms. McGinnis thought maybe they could do something in conjunction with the museum.

8. MISCELLANEOUS

There were no Miscellaneous items to be discussed at this time.

The next meeting of the Library Board will be held January 6, 2009.

9. ADJOURNMENT

There being no further business to discuss, the meeting adjourned at 4:05 p.m.

Minutes submitted by:

Lisa Bloomer