

LIBRARY BOARD
EDGEWATER PUBLIC LIBRARY
REGULAR MEETING
JANUARY 8, 2008
3:30 P.M.

MINUTES

1. CALL TO ORDER

Chairwoman Haughwout called the Regular Meeting to order at 3:32 p.m. at the Edgewater Public Library.

2. ROLL CALL

Members present were: Chairwoman Jean Haughwout, Marie Goodrich, Laverna McGinnis, Anne McDevitt, and Kathy Booth. Irene Mackie and Delores Shaw were absent. Also present were Head Librarian Ruth McCormack and Recording Secretary Lisa Bloomer.

3. APPROVAL OF MINUTES

A. Regular Meeting of October 23, 2007

Ms. Goodrich moved to approve the October 23, 2007 minutes, second by Ms. McGinnis.

The MOTION CARRIED 5-0.

4. REPORT OF THE LIBRARIAN

Chairwoman Haughwout welcomed Kathy Booth back to the Library Board.

Ms. McCormack went over the Librarian's Report. She had just received all of the statistics from 2007. (Attached) The total number of items checked out was almost 180,000 items for 2007. That was an increase of just over 5% over the last year. 5% is a very nice growth for us. They also had a significant growth in the number of our patrons registered. They issued over 1,600 cards this past year, an increase of almost 36% over the number of cards they issued last year. They are at full staff although they have had a change. Pam Rutan has transferred to the Deland Library and they have back with them Toby Mason, who has returned after 14 years. Once she obtains her Masters

Degree, she will fully take on the responsibility of the Assistant Head Librarian. They were very happy that the position was filled because the County is under a hiring freeze.

Ms. McCormack reported on the lighted sign that was in the works. The City had done all the permitting and they were waiting for the construction to begin. She informed the Board where the sign would be placed and what the sign looked like. She commented on the location of the sign being the only place they could put it because of rules the State has.

Ms. McCormack reported that nothing was changing with the budget. However, library hours at every branch are now going to be part of the annual budget workshops. The way they will look at that is during certain times of the open hours. They will now be keeping statistics. They have a door counter that counts everyone coming in and going out. They will now break that up so at 5 p.m. they will take a reading and after 5 p.m. they will take a reading for the rest of the open hours of the day. That will be come part of a report that will be submitted by every library so they can look at the budgetary expenses per hour. They will also be looking at the extended hours and the Sunday hours at the regional libraries as well. She didn't think it was cause for alarm. She felt it was reasonable for them to be looking at that. The first day they took their reading, they had 42 people in in the last hour of open time. She commented on getting the County thinking when they began looking at what it costs to keep the library open per hour during the last budget discussions. She feels it is a reasonable way to look at library service.

5. COMMUNICATIONS

There were no Communications at this time.

6. UNFINISHED BUSINESS

There was no Unfinished Business at this time.

7. NEW BUSINESS

A. Volunteer Appreciation Luncheon Discussion

After some discussion, the Board decided to hold the Volunteer Appreciation Luncheon on April 1st at 11:30 a.m.

Ms. Goodrich and Ms. McGinnis agreed to bring potato salad. Ms. McDevitt agreed to bring baked beans and tossed salad. Ms. Booth agreed to bring rolls and jello. Recording Secretary Bloomer agreed to bring ice. Ms. Shaw normally does the decorations so she was nominated to handle this. Chairwoman Haughwout would be bringing the ham. Ms. McCormack agreed to bring the cake, the iced tea and the condiments.

Ms. McCormack volunteered to do her Jane Sheldon Program as the entertainment for the luncheon. Ms. McCormack would also be handling sending out the invitations.

B. Board Appointment - Delores Shaw

Recording Secretary Bloomer informed Chairwoman Haughwout she would need a letter requesting to be reappointed to submit with the Agenda Request to go to the Council.

Chairwoman Haughwout asked Ms. McCormack if she had spoken to Ms. Shaw. Ms. McCormack didn't think Ms. Shaw had any doubt in her mind that she was going to continue on. However, someone should speak to her. Recording Secretary Bloomer agree to contact Ms. Shaw because if she wanted to be reappointed she would need the letter to submit with the Agenda Request to Council.

Ms. McGinnis moved to reappoint Delores Shaw to the Library Board, second by Ms. McDevitt.

The MOTION CARRIED 5-0.

C. Board Appointment - Jean Haughwout

Ms. McDevitt moved to reappoint Chairwoman Haughwout to the Library Board, second by Ms. McGinnis.

The MOTION CARRIED 5-0.

8. MISCELLANEOUS

There was no Miscellaneous business to discuss at this time.

Chairwoman Haughwout confirmed the next meeting would be the Volunteer Appreciation Luncheon on April 1, 2008 at 11:30 a.m.

Ms. McCormack asked if that gives them as many meetings as they are supposed to have during the year. Recording Secretary Bloomer thought four meetings was the requirement. She thought they were out of whack from what they normally do. She didn't think they normally had a meeting in January. She believed it was February, March, with April being the luncheon and then another meeting in October. Ms. McCormack felt it was beneficial to meet interspersed throughout the year as opposed to having three meetings in the Spring. Recording Secretary Bloomer read from the bylaws that the regularly scheduled meetings of the Library Board shall be held the first Tuesday of the month at least three times during a year.

9. ADJOURNMENT

There being no further business to discuss, Chairwoman Haughwout adjourned the meeting at 3:57 p.m.

Minutes submitted by:

Lisa Bloomer