



Minutes of the Volusia County Library Advisory Board Meeting

Friday, May 21, 2021

Ormond Beach Regional Library

30 S. Beach St

Ormond Beach, FL 32174

Attending Members:

Patsy Franklin, District 4

Debra Grabowski, At Large

Thomas Hart, At Large

Christy Jefferson, District 5

Marjorie Johnson, District 2

Rev. Donald Needham, District 3

Staff:

Lucinda Colee, Library Director

Sharon Whitt, Recorder

CALL TO ORDER:

Meeting called to order at 10:05 am

Tom Hart recommended to nominate Lucinda to preside over LAB meetings in the absence of the Chair, Vice Chair, and Secretary. All present members voted and in favor.

INTRODUCTION OF MEMBERS:

Each member gave an introduction and how they would like to proceed as a Library Advisory Board member.

Duties of the Board- See Handout: Resolution No. 2007-

Key points:

Page 2 Goal Setting:

Lucinda recommends the board to conduct annual goal setting during the October 2021 meeting after all members have reviewed the recommended 2022 FY Budget.

Lucinda indicated that the board is an advisory board and not a policy setting board and that the board supports the development of effective free public library service for all residents of Volusia County.

Also, the primary responsibility is to render to the county council, county manager, and county librarian advice and counsel as well as suggestions and recommendations relating to the development and improvement of public libraries and public library services and programs in Volusia County.

The board shall report on the county library system's progress and needs per annual report; recommend methods for attainment of recognized library standards, and be aware of changes and new developments in library laws and services, and attend workshops and conferences relating to meaningful library progress.

Page 4: Officers

Board officers shall be a chairperson, vice-chairperson, and a secretary which will carry out their Term of office one year coinciding with the fiscal year.

Christy inquired if the board anticipates a District 1 representative.

Lucinda answered yes, but an application or nomination for the Deland/Pierson locations has not been submitted at this time per last council meeting.

Library Board meetings will meet at least quarterly, but no more than six times annually, but Lucinda tries to schedule every other month

Marjorie recommended and motioned to wait until **July 1st** until a District 1 representative seat is present before selection board officers.

Donald seconded motion. All in favor.

Connecting with Government - (See Handout)

Key points:

Attendance guidelines: If a member fails to attend two board meetings during any calendar year ending Dec. 31, regardless of the reason, the seat shall be deemed vacant.

Marjorie added that a member has the right to go before the county council and request re-appointment.

The board operates under the Government-in-the-Sunshine Law which does apply to boards at the state and local level and to any gathering of two or more members of the same board to discuss some matter which will foreseeably come before that board for action it then will become publicly noticed.

Follow the Sunshine Law to the letter. Do not talk with your fellow board members by phone, letter, email, texts, etc. about any matters related to your board. Let everything you say or do at

a board meeting be public record and let this guide your actions. Requests for materials by citizens or members of the news must be provided a copy. A member and/or county staff cannot manipulate the timing of the release of public records.

Marjorie asked about the 3/31/2024 date under each District.

Lucinda: This is the expiration date of each member's appointment.

Lucinda is open to all questions about any issue that may come forward.

Update Contact Information- See Handout

Members must review and update contact sheet. The information on the contact sheet is not public information.

Meeting dates/locations – See Handout for FY 2021 meeting dates

Meeting dates are subject to changed based on member availability.

Christy inquired if some meetings will be held at some of the smaller library locations.

Lucinda answered yes, especially the Edgewater location so members will have an opportunity to visit and see the renovations, along with Debary and Hope Place. Pierson and Oak locations are unavailable as there are no meeting rooms at these two locations.

MINUTES OF THE PREVIOUS MEETING:

Meeting minutes of Friday, March 26, 2021 were approved

Marjorie motioned approval, Tom seconded, all in favor.

DIRECTOR'S REPORT (see handout)

-Covid19 Update –

Volusia County Public Library anticipates normal hours starting June 1st. The regional branches will reopen on Sunday, 12:00pm – 5:00pm. The regional branches will extend weekday hours until 7PM. Some of the smaller locations (Lake Helen, Oak Hill, Orange City and Pierson) will also extend weekday hours to 7:00pm. The neighborhood libraries (John H. Dickerson and Hope Place) will open until 6:00pm on Mondays and Wednesdays, and until 7:00pm on Tuesdays and Thursdays, but will open an hour later at 10:00am.

The Friends book sale centers will reopen on June 1st and will again start accepting donations. Volunteers will need to have updated background checks.

Meeting rooms will reopen starting July 1st. Staff will have library programs booked first, followed by community groups.

Face-to-Face programming will start mid-August during the beginning of the 2021-2022 school year. Deltona, Deland, and Daytona locations are currently scheduling outside story-time programming.

Christy inquired if each branch will do movie programming.

Lucinda answered that each location will have movie programming and the library is currently working on movie licensing for each location.

Staff that is currently vaccinated is not required to wear a mask in the workplace, however social distancing still applies. Staff has acted to still wear mask because it feels safer to do so.

It is not required for the public to wear a mask, but the library will still provide availability of mask to the public if requested.

Computers will be added back into the queue based on evaluated circumstances at each library location. Plexiglass at public computers may be future consideration.

Marjorie asked if the Library Advisory Board will still have GoTo virtual meetings.

Lucinda answered no because of audio and technical difficulties.

-2021 Legislative Update (see handouts):

The final amount of state aid approved by the legislature was \$17,304,072 of which only \$280,080 will go to Volusia County Libraries, compared to \$379,985 in FY 2020 with an appropriation of \$21,804,072.

Lucinda continues to encourage board members to advocate for state aid funding.

Christy asked how Volusia County amounts compare to other counties in the state.

Lucinda answered, some counties receive an equalization grant which means they are not funded locally and could be considered as a disadvantage. State aid takes the appropriated amount and uses a formula based on state aid effort. The formula consist of local operating funds put into the county library system. There is also a population factor. The amount is also determined by whether a county is a taxing district vs. a taxing fund. Volusia County Library is a taxing fund and the millage rate may be higher at some locations vs. Volusia County.

Lucinda also mentioned that Volusia County is very well funded compared to some counties, and the millage rate is stable. The millage rate is key to the library's funding because the library reserves are not part of the general reserves. She will provide statistics at the next Library Advisory Board meeting.

Debra asked about how the process of the grant and how the amount is requested.

Lucinda explained there is an application form. There is a formula based on the local effort of how many tax dollars are spent on the operation of Volusia County Libraries. The formula is used once the legislature approves a total amount for the state aid program. Counties with the equalization grant are disadvantaged counties that get more state funding than counties that are well funded.

Volusia County estimated to receive \$281,000, but received slightly lower of \$280,080.

-Capital Improvement Update:

Edgewater Library- Almost completed. New floor coverings, interior painting, new furniture, and miscellaneous renovations. Roofing is still under construction. Most of the renovation was started and completed in April 2021.

The construction of the children's area was built by Chad Taylor, library tradesworker.

Deland Regional Library- Drywall project completed

Daytona Beach Regional Library – Flood Mitigation project started in mid-May with an anticipated completion date in June 2021. This is a \$900,000 project. FEMA is reinforcing exterior walls to prevent intrusion. The scope FEMA provided did not include the main entrance or the children's entrance which is where most of the flooding took place. But work must be completed within the FEMA scope of 90%, then 5% matched from the state, and 5% from the library in the amount of \$46000.

The library will complete a bid for most water damaged areas and intrusion. The estimate for Store front glass; replace designated doors; and flood proof walls is \$500,000.

OLD BUSINESS:

-Student Success Library Pass:

Goal: Allow every student in the Volusia County Public School system access to public library resources by using a student alpha code and default pin number issued to them during the kindergarten enrollment.

Anticipate start date during the beginning of the 2021-2022 school year.

Student Access: Student will be eligible to borrow up to 3 books (DVDs are not included) with no overdue or lost book charges. Eligible to download ebooks, eAudiobooks, music, and magazines; connect with tutors and receive homework help via tutor.com; research articles from magazines, newspapers, and reference materials; Use public access computers at any library branch.

A student will start with a clean slate after database purging at the beginning of each school year/fall which will unblock access if a student had not returned library items during the school year.

Don would like to see what the cost of forgiving non-returned items.

Lucinda explained the incentive is that students are unable to use the Alpha code for any library resources if they exceed the limit of non-returned items.

The library is also working with the schools to start a new program called BeanStack. This is an electronic reading log that students can utilize when reading to earn prizes. The library will work with the Volusia Schools media specialist to assist in promoting this program

-Fines on Materials

Fines are currently under the Cov19 no charge guidelines since March 2020, but Lucinda will meet individually with each county council member before presenting for final approval to the council to eliminate fines.

Studies have shown that a higher rate of materials return when there are no fine charges.

Marjorie inquired about which county department is responsible for the improvement of pavement needed in the parking lot at the Daytona Beach Regional Library

Lucinda answered it is the responsibility of the City of Daytona Beach.

Melissa Reynolds (Northeast Regional Library Manager) commented that she has reached out to the City of Daytona Beach about the potholes in the parking lot but the city has been non-responsive.

NEW BUSINESS:

None

PUBLIC PARTICIPATION:

None

BOARD DISCUSSION

None

ADJOURNMENT:

Lucinda motioned to adjourn. So moved by Don and seconded by Marjorie. All in favor.
Meeting adjourned at 11:09am.

Next meeting: Friday, July 16, 2021 at 10:00am. Location: Deltona Regional Library

Respectfully Submitted,
Sharon Whitt