



Minutes of the Volusia County Library Advisory Board Meeting

Friday, November 20, 2020

New Smyrna Beach Regional Library

1001 S. Dixie Freeway

New Smyrna Beach, FL 32168

And

Virtual GoTo Meeting

Attending Members:

Kimberly Hovanecz, Secretary

Thomas Hart

Carol Johnson

Marjorie Johnson

Rev. Donald Needham

Members Not Present:

Sue Lombardi, Chair

Staff:

Lucinda Colee, Library Director

Sharon Whitt, Recorder

CALL TO ORDER:

Carol called the meeting to order at 10:00am.

MINUTES OF THE PREVIOUS MEETING:

Lucinda changed the location of the meeting from LSC to ORM

Don ask to call the approval of the previous minutes.

Carol Approved

Kimberly seconded

All in favor

DIRECTOR'S REPORT

-Budget Update– FY 2021 (See Handout):

- Budget passed at the roll back rate of 0.5174
- Tax revenue increase - \$385.035

- Appropriated fund balance - \$8,626,324
- Unable to receive funding from state aid. Reduced – fines/fees
- Overall budget increase - \$1,728,949
- Vacancies will not automatically fulfill because of economic uncertainty of FY2021. Will remain in a delay process until able to determine economic situation.

-CIP Update:

- Renovations for Edgewater library will begin in FY2021 and will include painting of interior/exterior; floor coverings; new building of camp them in the children's room; new furniture and computer counters for public area; and some improvements in the staff areas.
- Renovations for Deland Regional Library to begin and complete in first quarter of FY2021 and will include seal and paint exterior because of constant leaking; remove and replace several drywall areas.
- Fund Planning for Port Orange Expansion to increase an additional 12000 square feet to the already 25000 square feet space and include areas for youth services and programming space. Do not anticipate project to start in FY2021
- Fund Planning to evaluate and assess Oak Hill site for potential expansion

-COVID/Cares Act Update:

The deadline for Cares Act funding is approaching on December 30, 2020. The library has added and will provided the following resources with funds from the cares act and library funding because of the deadline.

- Water fountains – changed from mouth to bottle dispense.
- Glass barriers at service desk which will permanently remain in place.
- UVC lighting for HVAC air handlers that will remove bacteria.
- Stockpile of PPE during FY2021

Library services that remains closed to the public because of COV19 are:

- Book donations/sales/volunteers
- Meeting rooms
- Face to face programming

Fines are currently not charged to the patrons, but distribution of invoices will continue for long overdue items and are sent to customers on the 28th day, then sent to collections 42 days from invoice date.

Library hours are still at reduced times with no plans to change in the near future.

Lucinda reported all but one library staff person have avoided getting Cov19 so far and commended staff for using safety protocols. Also reported, the library is unable to mandate customers wearing masks in the branches because there is no state or county mandate, but continue to encourage customers to wear masks.

-Safety and Security Update:

- Included additional security guards with one armed guard to each of the Daytona, Deland, and Deltona Regional libraries. Also added one guard at the John H. Dickerson Heritage (Keech) Library.
- Will add glass store front doors in some service areas, provide card swipe into staff entrance doors; continue to evaluate security cameras to cover additional areas; install panic buttons at all public service desks; provide walkie talkies to staff.
- Provide ongoing security training to staff, coordinated by Cyndy Moore, Library Branch Manager of the Port Orange Regional Library and the Security/Safety Committee.

-Use Statistics (See handout):

- Activity compared to 2019 shows overall reductions in activity because of current Cov19 conditions, inability to provide face to face programming, and reduction in visitation to libraries
- Computer and circulation also reduced because of pandemic conditions.
- Anticipate Digital usage to increase. Digitarians who only check out titles using a device, shows a large increase between the months of April 2020 to July 2020 but the trend started to decrease in August 2020.
- Market penetration saw an increase above the 30% goal of 34%. This represents households with active cardholders. This is a positive outlook for Volusia libraries because compared to similar counties and the Savannah market only at 28%.
- The new cardholder retention rate is 82%. This is also a positive outlook because it means that Volusia libraries are meeting customer library needs at a very high rate.

-Hoopla Migration:

The library decided after 2-year discussions to implement this plan to reduce the costs of high platform fees from Axis 360. The migration included 875,668 titles and involved:

- Movement of all eBooks and eAudio from Axis 360 to Hoopla
- Movement of all eAudio from Overdrive(Libby) to Hoopla
- Sent a series of notifications to existing users regarding the migration

Flex or “new” titles (best sellers) will also be available to checkout or reserve at any one time up to five holds per library card.

Overdrive (Libby) will continue to be accessible for Kindle users. New titles will continue to be purchased.

The migration began with email notification in October 2020, borrowing stats increased from 2814 in September 2020 to 4012 in October 2020, and 3854, as of November 19, 2020. Hoopla new patrons increased in the month of October 2020 to 1518, compared to only 231 in September 2020. Hoopla overall Circulation already shows 12394 by November 19, 2020 compared to 13581 in September, and 18531 in October.

OLD BUSINESS:

-Daytona Play Yard Expansion:

It was decided based on a need to expand the play yard to include equipment for ages under 5. Equipment will include the Little Mermaid & Ugly Duckling with ADA gym and a small swing set in a shaded area.

-Proposed Pierson Library Location:

The town of Pierson has purchased part of the old Pierson Elementary School and will renovate and provide community services to the public. Some of the services will include Library Services, Food Brings Hope, Halifax Urban Ministries which provides clothing and household goods, Advent Health for medical services. The town of Pierson has also proposed a play yard to include outside of the Library Services part of the building area.

NEW BUSINESS:

-New Meeting Dates (See Handout) – Locations to be determined.

Dates:

Friday, January 22	10:00am
Friday, March 26	10:00am
Friday, May 21	10:00am
Friday, July 16	10:00am
Friday, September 17	10:00am
Friday, November 19	10:00am

-Board Appointments

Board appointments will expire on March 31, 2021 so members will need to reapply. Lucinda will send out application information to members.

New County Council Chair: Jeff Brower

-DAB Library (See handout):

The library and Daytona Beach International Airport has implemented a joint project to include library services at the airport. This service is provided free of charge and will include:

- A selection of used books in the Business Center and Mother's Room.
- 3 Complimentary titles from Hoopla
- 3 Complimentary magazine issues from Flipster with complimentary account number access: Flipster 22417009206327
- Emails to locals to follow up with information about getting a library card

Customers are able to keep the books with no need to return and no charge for use.

PUBLIC PARTICIPATION: None

ADJOURNMENT:

Lucinda asked for a motion to adjourn the meeting in Sue's absence.

Carol moved motion

Jean seconded

The meeting adjourned at 11:20am.

Next tentative meeting: Friday, January 22, 2021 at 10:00am. Location TBD

Respectfully Submitted,
Sharon Whitt