

**Minutes of the Volusia County Library Advisory Board Meeting**

January 5, 2007

Port Orange Regional Library  
1005 City Center Circle

**Members:**

Eva Williams, Chair, At-Large  
Claudia Hutchins, At-Large  
Dr. Henry Martin, Dist. I  
Neil Harrington, Dist. II  
Dr. Adrienne Baytop, Dist. III  
Chris Hartley, Dist IV  
Sue Lombardi, Dist V

**Staff:**

Mike Knievel, Community Services Director  
Jane Weimer, Port Orange Regional Librarian  
Lucinda Colee, Interim Library Services Director

\*\*\*\*\*

Chair, Eva Williams called the meeting to order at 2:00pm.

Eva Williams, Neil Harrington, Sue Lombardi, Christopher Hartley, Claudia Hutchins, Dr. Henry Martin and Dr. Adrienne Baytop were present.

Michael Knievel, Community Services Director, reported that since February, he had been the interim Community Services Director and Library Services Director. At the December County Council meeting, the County and Assistant County Managers appointed him permanent Director. Subsequently, Mike has appointed Lucinda Colee to be Interim Library Director.

**Minutes of the Previous Meeting:**

Dr. Adrian Baytop motioned to accept the minutes of the previous meeting. The motion was seconded. The motion was carried. There was discussion that the Board members would like to have the minutes of the meeting soon after the meeting. There was also discussion about sending them electronically. Lucinda approved and this will be done from now on.

**Financial Report/Budget/Deltona Library Expansion:**

Lucinda Colee, Interim Library Director, went over the handout of the State Aid grants that were awarded. The final State Aid grant amount was \$536,998.00, which is \$18,776.00 less that what was in the 2006/2007 recommended budget. A question was asked were there special funds in the grant for construction. Lucinda responded that another county received \$1.7 million. The bulk of that is listed as an equalization grant. She explained that Volusia County does not qualify for it. Lucinda then went over the request for the interest of the Endowment Funds. Claudia Hutchins made a motion to approve the endowment fund request. Dr Martin seconded the motion. The motion was carried.

**Annual Goal Setting and Accomplishments**

Lucinda Colee, Interim Library Director, went through the packet that was handed out. She explained that she had checked off the goals that had been accomplished. Mike Knievel, Community Services Director, explained that the only goal to be retained that was missed as a specific goal, was attending the Florida Library Association Annual Conference. Lucinda explained that she went over the 2007 goals and took out attending Library Days in Tallahassee, replaced with advocating appropriate legislative actions to local legislative delegation. The other addition is discussing increasing revenue and decreasing expenses. Lucinda added the goal to hear reports and make appropriate recommendations on those two issues.

**Reports:**

**Port Orange Region:**

Jane Weimer, Regional Librarian, reported on the upcoming programs and status of the Port Orange Region. She also reported that Mary Coppen would be joining their staff as the Library Associate in the Circulation Department.

Lucinda reported that the Management Team met to discuss ways to increase revenue and decrease expenses in light of going to rollback. She went over some of the projections that were made by Mike Knieval and Budget Analyst Donna Peterson on how much revenue could be generated if some fees are increased. Lucinda told the Board some of the changes that were being proposed.

**Public Participation:**

Jerry Lombardi discussed the Debary Library Association's position on issues of the Debary Library being expanded/closed. Lucinda responded that there was discussion at an earlier meeting about a branch closing committee being put together. She said that at this time, there are no plans to proceed with any closing committee. Mr. Lombardi then asked why the Dickerson library was getting new paint and carpet when the Debary hasn't had new paint and carpet yet. Lucinda explained that the carpet at the Dickerson library had ripples in it and that is a safety hazard. She told him that she would get back to him with where Debary is on the list of Capital improvements.

There was more discussion about the fee increases. Lucinda re-explained the process of when a notice goes out in the mail for long overdue items.

**Next Meeting/Future Agenda Items:**

Next County Library Advisory Board meeting will be Friday, January 26<sup>th</sup> at the Deland Regional Library.

**Adjournment**

With no further business, the meeting was adjourned at 3:35pm.

Respectfully submitted,

*Deborah A. Hawkins*