

**MINUTES OF THE
TOWN OF LADY LAKE
REGULAR MEETING OF THE LADY LAKE LIBRARY BOARD
LADY LAKE, FLORIDA**

**February 12, 2015
4:00 p.m.**

The Lady Lake Library Board Meeting was held in the Town Hall Commission Chambers at 409 Fennell Blvd., Lady Lake, Florida. The meeting convened at 3:55 p.m.

MEMBERS PRESENT: Chairperson/Member Dr. Paul Harsh, Vice Chairperson/Member James Page, Member Linda Underhill, and Member Dorothy Grubb

TOWN STAFF PRESENT: Marsha Brinson, Library Director; and Julia Wolfe, Staff Assistant to Town Clerk

OTHERS PRESENT: Mayor/Commissioner Ruth Kussard and Frank Kirschenheiter, Lake County Library Board Liaison

CALL TO ORDER: Chairperson Dr. Paul Harsh called the meeting to order at 3:55 p.m.

INVOCATION: Rev. Carolyn J. Thomas – Lady Lake United Methodist Church

PLEDGE OF ALLEGIANCE

OPEN FORUM: There were no comments from the audience.

APPROVAL OF MINUTES: January 8, 2015

Upon a motion by Vice Chairperson/Member Page and a second by Member Grubb, the Lady Lake Library Board approved the minutes of the January 8, 2015 regular meeting as presented by a vote of 4 to 0.

REPORT BY CHAIR:

Chairperson Harsh congratulated Marsha Brinson and the library for winning the book display contest. He stated a couple of the books reviewed were accepted into the State library. He thanked Ms. Brinson for her hard work.

Ms. Brinson stated there were four children's book reviews done for the State library and the agreement was that if the library did book reviews, they would be able to keep the books for their collection. She stated four of the reviews were accepted by the State library to go on their website and in their newsletter. She stated the library has six brand new children's books for the collection courtesy of the State library.

REPORT BY TOWN COMMISSION LIAISON:

Mayor Ruth Kussard reported that the Scam-Jam/Shred-A-Thon will be held on March 14th, from 10:00 a.m. to 2:00 p.m., at the Target center. She stated the library has come so far and she is so

impressed at what is happening there. Mayor Kussard stated that she has heard so many good reports and it reflects well on our Town.

REPORT BY LAKE COUNTY LIBRARY ADVISORY BOARD REPRESENTATIVE:

Frank Kirschenheiter reported that the March 1st deadline for the revision to the LCC 63 library impact fee application process has been delayed. He stated it allowed for further review and certain revisions were made to the process in order to allow the Advisory Board and others to understand what the whole projects were about when they were submitted.

Chairperson Harsh clarified whether they were talking about raising the impact fees or restructuring the wording.

Mr. Kirschenheiter replied the revisions were adding information so people could understand what was being proposed so they could better approve it or not.

Mr. Kirschenheiter stated AARP activity was well represented by the Lady Lake Library. He stated the Lady Lake Library is the only library offering AARP Tax Aide services, and also provides AARP driver classes.

REPORT BY LIBRARY DIRECTOR:

Marsha Brinson, Library Director, thanked the Board for their support and everything they do for the library. Ms. Brinson stated the Lady Lake Library won best overall presentation for the BookFest display contest. She reviewed and discussed the Director's Report and the library stats for the month of January.

Library Director's Report: January and the beginning of February have been busy at the Lady Lake Library. The highlights have been record attendance at pre-school story times and other programming. Wednesday afternoon tech classes for kids are doing very well and kids are enjoying educational video games on Monday afternoon. Nicole has been very successful with Meet the Masters programs; highlighting a different artist each month. In January, the first Kid's Meet the Masters Art Show where children got to display their art work at a reception in the lobby was held. Over 40 parents and other interested patrons attended.

We will also have a Lap-sit story time for our youngest patrons, age birth to 23 months. Adult programs continue with the book discussion group, computer classes and programs by area groups such as Best Buy and Lake County's Extension Service. We are looking forward to the addition of calligraphy classes. Please see the calendar for all of our programs.

The library is taking part in the BookFest display contest for the first time. This year's theme is Dreams and Nightmares. All of the staff worked together to create a fantasy castle in the entrance of the library. Please come in to see it as it's beautiful! Judging is in March; we'd like to win! Our BookFest program will be on March 13th when we host several fantasy and science fiction authors. On the more practical side, we will be working on the roof to the old section of the library as there has been some leaks. The best solution to the issue is being looked into by Public Works and will be taken care of before the next rainy season. We will also be installing tile at the front (Guava St.) entrance to the library. The project was not completed when the library was built. The Friends of the Library have graciously offered to pay for the project.

We are very happy that the Town approved a part-time position for the library. The new position will work mainly in the Youth Library supporting the Youth Coordinator, but also doing planning and programming. A part-time position will help us a great deal as the library moves towards creating more learning and educational events.

We are also applying for a traveling exhibit sponsored by the American Library Association, in collaboration with National Center for Interactive learning. If we are granted the exhibit, it would be at the library for twelve weeks and would also come with a \$1,000.00 grant to support programming to go along with the exhibit. The large space as you come off the elevator would be perfect to house it.

Chairperson Harsh asked how it is determined what and who tutors for the classes.

Ms. Brinson replied that the County sponsors several tutors from the Literacy Coalition, and as people are needed, the literacy coordinator places volunteer teachers in different areas. She stated there are four teachers who work out of the Lady Lake Library at present. She stated the literacy coordinators are contacted by people who are interested, and they train, set up appointments and match them with people who need different skills.

Chairperson Harsh asked how you find that out.

Ms. Brinson stated they contact the literacy coordinator or the County.

Chairperson Harsh asked for the definition of proctoring sessions.

Ms. Brinson stated proctoring sessions are for students who are taking classes on-line and need someone to witness and sign off on a supervised paper test or exam.

Chairperson Harsh asked about the SHINE counseling program.

Ms. Brinson stated SHINE works with Medicare to assist with any type of legal medical issue someone may have with insurance.

There was further discussion by Ms. Brinson and the Board regarding programs offered by the library.

OLD BUSINESS:

Chairperson Harsh stated there was a discussion at the last meeting about reviewing the behavior protocol for employees having contact with children. He stated you cannot be too careful.

Ms. Brinson stated the library does not have a set of policies and procedures particular to the Lady Lake Library, which is something she would like to be working on. She stated there are certain parts of Lake County's policies and procedures that the library follows.

Chairperson Harsh stated that would be a great starting place because it is easier to amend than to originate. He stated it would be a worthwhile project for the Board, as far as making a recommendation.

NEW BUSINESS:

Chairperson Harsh reported that he would not be able to attend the next meeting in March.

COMMENTS BY BOARD MEMBERS/OTHERS:

ADJOURN: With no further business or discussion, and upon a motion by Member Grubb, the meeting was adjourned at 4:26 p.m.

Julia Wolfe
Staff Assistant to Town Clerk

Dr. Paul Harsh, Chairperson

Minutes transcribed by Julia Wolfe, Staff Assistant to Town Clerk