

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

**February 11, 2016
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 4:00 p.m.

MEMBERS PRESENT: Chairperson/Member Rev. Paul Harsh, Vice Chairperson/Member James Page, Member Linda Underhill, Member Dorothy Grubb, and Member Joseph D'Elia

MEMBERS ABSENT: None

TOWN STAFF PRESENT: Marsha Brinson, Library Director; Kris Kollgaard, Town Manager; and Nancy Slaton, Deputy Town Clerk;

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

CALL TO ORDER: Chairperson Rev. Paul Harsh called the meeting to order at 4:00 p.m.

INVOCATION by Rev. Tom Ash, New Song Community Church

PLEDGE OF ALLEGIANCE

OPEN FORUM: There were no comments from the audience.

APPROVAL OF MINUTES: November 12, 2015

Upon a motion by Vice Chair/Member Page and a second by Member Underhill, the Lady Lake Library Board approved the minutes of the November 12, 2015 regular meeting as presented by a vote of 5 to 0.

REPORT BY CHAIR:

Chairperson Harsh reported that he met with the Library Director yesterday and discussed all that is going on at the library. He stated he is encouraged, but not surprised.

REPORT BY TOWN COMMISSION LIAISON:

Mayor Kussard reported that early voting will be held at the library starting February 29th through March 5th from 9 a.m. to 5 p.m., and March 6th to March 12th from 10 a.m. to 6 p.m. She also reported that the Shred-A-Thon will be held on Saturday, February 27th from 10 a.m. to 2 p.m. at the Target parking lot, and it will be walk-up only with a limit of three boxes. Mayor Kussard reported that softball and soccer will be starting up on March 5th. She stated the Easter Egg Hunt will be on March 19th from 10 a.m. until 12:30 p.m. at the baseball field next to the library.

REPORT BY LAKE COUNTY LIBRARY ADVISORY BOARD REPRESENTATIVE:

Frank Kirschenheiter, Lake County Library Advisory Board representative, reported that a summary of what was given out at the December Lake County Library Advisory Board meeting has been passed out, and he stated he can continue to bring in this interesting information regarding statistics for circulation, number of patrons, etc. He stated there is also a new online program available for adults over 19 who would like to further their education by obtaining a high school diploma and possible college courses. Mr. Kirschenheiter stated that a couple of the libraries have a hotspot program that can be shut off if not returned.

The members commented that they would like to continue to see the statistics from Lake County.

Library Director Marsha Brinson stated she receives these statistics and could also include a comparison with the Lady Lake Library statistics.

Member Underhill commented on the statistics that showed the total web site visits and computer sessions were down; she asked why they would go down.

Member Kirschenheiter stated he noted this as well, but did not know the reason behind it.

It was mentioned that perhaps the holidays had something to do with it.

Ms. Brinson stated that not all of the libraries have a method to capture statistics on the computer usage.

REPORT BY LIBRARY DIRECTOR:

Marsha Brinson, Library Director, stated they have been very busy and had some wonderful programs over the holidays that included both adults and children. She stated that library staff participated in the Lady Lake Christmas Parade for the first time as well with a float regarding books, and it had an impact on the children along the parade route. Ms. Brinson stated they are always looking at new ideas and they include the mobile hotspot and a tablet lending program.

She reviewed highlights of the Library Director's Report for February 2016. The full report as handed out is as follows:

The Lady Lake Library continues to grow, evolve and change with the demands of 21st century libraries. We will soon be renovating the Youth Library to create more space for seating and shelving for materials. The wall that is behind the current circulation desk will be removed to add approximately 400 square feet to the existing library. The circulation desk will be moved to the opposite wall for better sight lines which will provide more security. The collections will be moved to better divide the different age materials and will give the teens a more delineated space.

Ms. Brinson commented this will add about 300 to 350 sq. ft. of shelving space as well.

After the renovations are completed, we will open our Maker Space, as of now unnamed! Patrons will be able to make appointments to use the 3D printer, 3D pens, vinyl cutter, robotics kits, electronic kits, drones and other fun and engaging activities. This will be great as we will be moving into the summer season and there will be activities for every age. Our Chief of Police donated a "claw" machine which will be a great incentive for kids this summer. Our youth service assistants have all the summer planning done, to include entertainers, reading contests, and other programs and activities.

We have almost completed our lobby transformation. The Friends of the Library now have more shelving for their sale items. There are also two comfortable seating areas where people can visit, read or use laptops. I am interested in having a small coffee kiosk in the lobby if anyone knows of someone who would like to run it!

Programming is going very well. We have had a Civil War reenactor, hosted the Angel Snugs program, and AARP has started tax preparation. We also continue our regular programs including story times, book discussion groups, craft programs for youth and adults, computer classes, Thrive Thursdays and Fun Fridays. All programs are well attended.

On February 1st, the Commission passed the library's policies, which include: Code of Patron Behavior, Internet and Public Computer Use and Unattended Child Policy. The policies give us a framework for acceptable behavior in the library and provide the staff with guidance on how to handle situations as they may arise.

Ms. Brinson stated that someone from the Friends of the Library has marketing experience and has expressed an interest in doing some work in promoting the library. In their conversation, it came up that the library does not have a mission statement and this is something that they will work on to bring back to the committee. She stated that the library needs to be marketed so that it will not become obsolete, and different types of things are being offered to the public other than books, although they are important.

OLD BUSINESS: No old business.

NEW BUSINESS: No other new business.

COMMENTS BY BOARD MEMBERS/OTHERS:

Chairperson Rev. Harsh asked if the library has an application that can be downloaded. He also asked when the remodeling of the Youth Library will be completed.

Ms. Brinson replied there is an Overdrive app that allows patrons to download eBooks. She stated that Marion and Sumter Counties' systems no longer use the Overdrive application and cannot support Amazon products such as Kindle because they have moved to a different product.

Town Manager Kris Kollgaard stated the remodeling will be done in-house by Public Works staff as long as the wall to be removed is not a load-bearing wall; this will be confirmed by a contractor, and then drawings will need to be done and approved by the Commission. She stated they are trying to get it done before warm weather settles in.

Member Grubb confirmed with Ms. Brinson that she can still download eBooks to her Kindle at the Lady Lake Library.

ADJOURN: *With no further business or discussion, the meeting was adjourned at 4:27 p.m.*

Nancy Slaton, Deputy Town Clerk

Dr. Paul Harsh, Chairperson