

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

**May 12, 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

ABSENT: Lake County Library Advisory Board Representative Frank Kirschenheiter

TOWN STAFF PRESENT: Marsha Brinson, Library Director; and Carol Osborne, Staff Assistant to the Town Clerk

OTHERS PRESENT: Mayor Ruth Kussard and Pastor James Keough, Congregational Church of the Villages

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

INVOCATION: by Rev. Paul Harsh and again by Pastor Keough

PLEDGE OF ALLEGIANCE

OPEN FORUM: There were no comments from the audience.

APPROVAL OF MINUTES: February 11, 2016

Upon a motion by Vice Chair/Member Page and a second by Member Underhill, the Lady Lake Library Board approved the minutes of the February 11, 2016 regular meeting as presented by a vote of 5 to 0.

REPORT BY CHAIR:

Chairperson Harsh stated he is concerned with what the government is doing regarding transgender restrooms. He asked Ms. Brinson if the library has any policy regarding restrooms and whether this issue been discussed recently.

Ms. Brinson replied that the library itself does not have a restroom policy, and the Town does not have a restroom policy. She stated it is not something that has needed to be addressed, although it may be an issue to discuss in the future.

Rev. Harsh stated he is presenting this issue for discussion in light of the new law in North Carolina regarding transgender restrooms and the fact that the Justice Department is suing the state of North Carolina over this issue. He stated he saw one statement regarding restroom use that made it very clear: use the restroom associated with the gender on your birth certificate. He feels it would be good for the library to have a tentative policy in place should it become necessary to include it with

**Library Board Meeting
May 12, 2016**

the policies and procedures manual. Rev. Harsh stated this issue would have been thought to be absurd five years ago. Discussion was held regarding the lawsuit.

Ms. Brinson stated when working on the policies manual for the library last year, this was not a current issue. She stated she looked at many other library policies and did not see this issue in any policy.

Rev. Harsh stated it is as if we have to protect ourselves from the absurd. He stated if North Carolina wins the lawsuit, it is a moot point. However, if the federal government prevails, he stated it is an issue that will need to be addressed by every entity. Rev. Harsh questioned what policies are in place currently to protect our patrons from inappropriate behavior.

Ms. Brinson stated as in any public building, there are panic buttons on each side of the youth library and the adult library, and direct access to 911. She stated there is a panic word in both libraries, which is a word that would be commonly worked into a conversation. She stated the staff is trained that if the word is said in a conversation with a patron, it is known that someone needs help.

Rev. Harsh questioned if library staff and volunteers have been trained to identify inappropriate behavior.

Ms. Brinson stated the staff has taken in-service training, and she has taken crisis management classes. She stated this is training that everyone hopes they will never need to use, and it is good to be prepared. She reported that two staff members are also trained in youth and adult CPR and first aid. Ms. Brinson stated the incident Rev. Harsh is referring to happened in Clermont at Cooper Memorial Library, which is affiliated with the college. It is a very busy library and many people utilize the facility.

Rev. Harsh stated he is concerned that there may be adults in the youth library interacting with the children, as it will be open during its remodeling.

Ms. Brinson stated there is a policy in place at the youth library that if an adult comes in alone, they cannot use the computers; they must use the computers in the adult library. The exception is a parent or grandparent looking for youth-related books. She stated the staff is watchful when adults enter the youth library unaccompanied by a child. Included in her March-May report, Ms. Brinson noted the youth library renovations will give much better sight lines for the staff. Currently there are a few hidden areas. She stated fortunately she and the staff have never had to deal with an issue of inappropriate behavior from an adult to a child.

Pastor Keough arrived at this time and apologized for his tardiness. Mayor Kussard suggested that Pastor Keough bestow an invocation since he had planned to do so.

REPORT BY TOWN COMMISSION LIAISON:

Mayor Ruth Kussard stated the new historical marker at the Lady Lake Historical Museum donated by the Daughters of the American Revolution is a beautiful marker, and encouraged all present to see it.

Mayor Kussard stated the Commission will be voting on the site plan for a new state-of-the-art orthopedic center to be constructed on Rolling Acres Road at the May 16th Commission meeting. She reported that the facility will service all of the surrounding communities. Mayor Kussard stated

**Library Board Meeting
May 12, 2016**

that she has met with the developers and that another aspect of the facility is an urgent care facility with nighttime hours. She reported the facility will house all physicians, medical technicians, and laboratories for patients to complete medical appointments and medical testing in one building. Also encompassed in the building will be a wellness facility to aid in preparation for surgery or for aftercare of surgery.

Rev. Harsh questioned if this new facility will be associated with a larger hospital such as Shands Hospital or Moffitt Cancer Center.

Ms. Kussard stated the developers held a public meeting that was well-attended on May 10th. She reported the plans were available for viewing, and they welcomed questions and comments from those in attendance.

REPORT BY LIBRARY DIRECTOR:

Ms. Brinson reviewed highlights of the Library Director's Report for March-May 2016. The full report as handed out is as follows:

Spring programs are over and we are using the month of May to plan and prepare for a very active summer. Our Open House in April was very successful. We planned the day to correspond with the celebration of National Library Week. The Open House was from 2-6 PM with tables set up in the lobby manned by our "Library Ambassadors". Two of our loyal patrons and one long standing volunteer gave out information and tickets for several themed baskets. Refreshments were served and tours given. Many new patrons received library cards and established patrons were able to take advantage of tours to see meeting rooms, special collections and hear about all of our wonderful classes and plans for the future.

Our regular programming for youth and adults continues to go well. Every week Miss Nicole has up to 20 children and their parents, grandparents, siblings and caregivers take advantage of her story times. These story times are so important to early literacy for our youngest patrons. Parents are also forming bonds and checking out lots of books for their little ones. Home school programs as well as craft, science and technology programs are doing well. Nancy's two book discussion groups (one fiction and one non-fiction) are full to capacity. Lori and Aly teach classes and give one-on-one help with computers and eReaders.

I have been working on a weeding project to keep the collection fresh, and with new purchases and generous donations, we have a collection that meets our patrons' wants and needs. The March statistics show materials borrowed from Lady Lake and materials ordered from other libraries are almost equal, showing that the collection is well balanced.

Ms. Brinson stated that over 20,000 patrons visited the library in March, and attributed some of this to the use of the library as an early voting station and for tax preparation service that was offered. She reported there were 18,000 in April, which is double the amount of visitors in April of 2015, and attributed these numbers to the various programs offered at the library. She stated her goal is to create a perception in the town that the library is a destination for classes, programs and seminars.

Mayor Kussard stated the library staff is very friendly and helpful, and she has heard this from many people.

**Library Board Meeting
May 12, 2016**

Ms. Brinson stated that the staff is very friendly and willing to be accommodating to the patrons. She stated she advises the staff to never point to a section of the library, to walk with the patron to the section of the library, if possible. She believes in creating an atmosphere of fun.

Member Underhill agreed and commented that she has seen a difference within the past few years.

Rev. Harsh complimented Ms. Brinson on the improved the customer service at the library, and also complimented the friendliness of Town staff.

Summer plans for youth and adults are almost complete and we look forward to entertainers, programs, classes and contests meeting the summer's theme of "On Your Mark, Get Set, Read!" There will also be a children's drama camp, as well as special guests. Look for an adult healthy cooking contest (using library cookbooks!) as well as prizes for reading.

Ms. Brinson stated she was recently informed that the Lake County Library System wants to sponsor a Food for Fines program. She stated the Lady Lake Library sponsored this same program in December 2015, and it was very successful. She stated all of the food items were donated to a local food pantry. She will be presenting this program proposal to the Commission at the May 16th meeting. She stated if you have accumulated library fines, for every food item you bring to the library one dollar will be deducted from your fine balance, and this will enable children to eliminate fines from their library cards so they can use the library for summer reading. She stated many children do not continue to read during the summer, resulting in their grade point average declining. She advised that many studies have proven when children participate in summer reading programs, they return to school in the fall reading at grade level or above grade level.

The Youth Library renovations have been put on hold until the next fiscal year. The wall being taken down is load-bearing, so it will become a capital improvement and be on next year's budget.

Rev. Harsh questioned if there have been any incidents with weapons being brought in to the library.

Ms. Brinson stated there have been no incidents while she has been the library director. She stated no weapons are permitted in the library except for police and military personnel.

I will be on vacation from May 19 through June 1st, but will leave the library in the capable hands of a fantastic staff!

REPORT BY LAKE COUNTY LIBRARY ADVISORY BOARD REPRESENTATIVE:

No report.

OLD BUSINESS: No old business.

NEW BUSINESS: No other new business.

COMMENTS BY BOARD MEMBERS/OTHERS:

Rev. Harsh stated he may not be available to attend the June meeting.

**Library Board Meeting
May 12, 2016**

Mayor Kussard requested the board perform roll call so it is recorded in the minutes who is in attendance.

Mayor Kussard noted that the Lake County Liaison is absent.

Member Grubbs stated she had not heard about the incident with the young girl at the library, and asked for an explanation.

Ms. Brinson stated she initially saw the story on Facebook, and it was also in the Daily Commercial. She stated a family was attending story time or family program at Cooper Memorial Library in Clermont. A young man lured a nine-year-old girl into the restroom, and he was subsequently arrested and lost his job. He had worked for an agency for disadvantaged youth. Ms. Brinson stated she does not have any updated details regarding the incident.

Member D'Elia complimented the staff at the Lady Lake Library for their customer service. He stated he requests many books, and when he came to the library to check out one of the novellas he requested, it could not be found. Soon after he returned home, one of the staff members called him and stated she had found that the book had slipped between the shelves.

ADJOURN: *With no further business or discussion, the meeting was adjourned at 4:38 p.m.*

Carol Osborne, Staff Assistant to Town Clerk

Dr. Paul Harsh, Chairperson

Minutes transcribed by Carol Osborne, Staff Assistant to the Town Clerk