

Library Advisory Board
August 17, 2006
Milton, Florida

The Library Advisory Board met on the above date with the following members present: Chairman Peggy Toifel, Vice Chairman Jacqueline Wiscaver, and members Martha Lyle, Michael Sandler, and Patricia Rose. Also present were the County Administrator (Hunter Walker), Grants Coordinator (Sharon Marsh), and Library Director (Linda Hendrix). Toifel called the meeting to order at 4:00 p.m.

Toiffel moved approval without objection of the minutes from the June 16, 2006 meeting.

Transition Plan/Opening Day Update

Hendrix presented a Power Point Presentation to the Library Advisory Board regarding the August 1 st reopening and said opening week was immensely successful. She said the only delay was with the delivery of the new replacement computers. Hendrix said half of the new computers were delivered last week and distributed to Milton, Jay, and Navarre. She said the computers are spread out because this particular purchase will be paid for with the Gates Replacement Computer Grant. Hendrix said the remainder of the new computers will be delivered soon.

Hendrix said the Computer Department has installed a new wide area access upgrade which will increase the speed of response for all of the public computers. She said during the two week closure over 10,000 new items were delivered to the libraries. She said this brings the total collection to 124,000. Hendrix reviewed statistics regarding the number of borrowers and circulation. She commended the Computer Department staff for their invaluable partnership in getting the transition completed. Hendrix also commended the volunteers from the Friends of the Library organizations for their assistance during opening week. She said the new delivery van began transfers and deliveries on August 1 st . Hendrix said Natasha Godwin did an outstanding job with publicity regarding the two week closure and the August 1 st reopening of the Santa Rosa County Library System. She reviewed new services the library system plans to provide and the new web site.

Hendrix provided a brief update on the construction of the Pace Library. She said the exterior is complete. Hendrix said they will be making the final selections on furnishings and shelving by September 1 st to meet the opening day timeline.

Hendrix reviewed the approval timeline of the Strategic Plan for submission to the State Library. She said the Strategic Plan, the Directors Plan of Work, and the application for State Aids Grant are all due by the first of October. Hendrix said next week Natasha Godwin, two computer center specialists, and myself will be going to a three day administrative software training in Syracuse, New York.

Hendrix said Commissioner Cole received a letter from the Pensacola City Manager regarding reciprocal borrowing. She said this letter states why Pensacola does not want to enter into a reciprocal borrowing agreement. Hendrix said also a letter was received from the Okaloosa Board of County Commissioners stating they are not ready to enter into a reciprocal borrowing agreement at this time.

Toifel said she is very impressed with the publicity that has brought new citizens into the libraries. Hendrix said there will be continued publicity on future library events.

Review/approval of Library Strategic Plan

Hendrix presented the Board with a Power Point Presentation on the 2006-2011 Strategic Plan (Attachment in file). She said the Library Board will need to approve the five year plan for submission to the Board of County Commissioners. Hendrix briefly discussed each of the library goals:

1. Commons
2. General information
3. Current topics & titles
4. Information literacy
5. Lifelong learning

She read the Santa Rosa County Library System Vision and Mission statements aloud.

Vision: Santa Rosa County Library System, as a vital community service, will provide services to inform, enrich, and empower its citizens.

Mission: Santa Rosa County Library System's mission is to be a gateway to the heritage of the past and to the promise of the future, offering opportunities for enrichment and discovery through broad resources, knowledgeable staff, courteous service, and comfortable, friendly, and safe library environments.

Rose moved approval of the Five Year Library Strategic Plan; Sandler seconded, and the vote carried unanimously. (5-0)

State Aid to Libraries Application

Hendrix reviewed the Annual Plan of Work for approval. She said the Annual Plan of Work has to be submitted with the Library State Aid to Libraries Grant application. She said the Library grant application for state aid is due by October 1 st . Hendrix reviewed additional documentation that will accompany the application.

Lyle moved approval of the Annual Plan of Work; Wiscaver seconded, and the vote carried unanimously. (5-0)

Hendrix provided statistical data relating to each library branch and reviewed the data in detail (Attachment in File).

September Reception Update

Toifel said she has reserved the reception area with Kathy Jordan and contacted a caterer. She said the Friends of the Library

organizations are generously pledging financial support to the project. Toifel said also there are some unnamed donors pledging financial support. She said she will be contacting officials and preparing a mailing list to send invitations. Toifel said during the reception there will be a presentation recognizing citizens who have contributed to the project.

Other Business/Adjournment

Lyle said the Pace Friends will be receiving a grant from the Pensacola News Journal for a Teen Board in the Pace Library. She said a used book sale is planned, and she thanked everyone who has donated books. Lyle said a local storage facility is allowing the Pace Friends to use several storage units until the book sale is over. She said several schools and local businesses are serving as collection sites. Lyle said the Book Sale will be held on October 14 th at the Pace Water Board facility.

Toifel said open house at branch libraries will be held on September 29 th and 30 th . Hendrix said there will be a ribbon cutting ceremony by each Chamber of Commerce. She said she hopes to have a commissioner and the library representative for that particular library present to help cut the ribbon. Hendrix said the ribbon cutting ceremonies are scheduled as follows:

- Navarre Library September 29 th 11:00 a.m.
- Gulf Breeze Library September 29 th 2:00 p.m.
- Milton Library September 29 th 4:00 p.m.
- Jay Library September 30 th 11:00 a.m.

Hendrix said following the ceremonies there will be a reception that the individual Friends of the Library groups will sponsor. She said there are children activities and door prizes planned during the week end event. Hendrix said Santa Rosa County will officially have its own library system on October 1, 2006.

Toifel said the Milton Friends of the Library are planning a meeting room makeover. She said Milton High School will be painting a mural in the meeting room. Toifel said magnets have been ordered to be given away during the open house event.

Rose said she will not be available for the September Library Advisory Board meeting but plans to be present for the ribbon cutting ceremony on September 29 th . Toifel thanked Hendrix for all of her hard work.

There being no further business to come before the Library Advisory Board at this time, the meeting adjourned at 4:55 p.m.