

Library Advisory Board
January 18, 2007
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 and Pat Rose. Also present were the County Administrator (Hunter Walker) and Library Director (Linda Hendrix). Toifel called the meeting to order at 4:00 p.m.

Toifel moved approval without objection of the minutes from the September 18, 2006 meeting.

Director Report

Hendrix provided a Power Point Presentation on the progress of the Santa Rosa County Library System (Attachment in File). She discussed the county wide 33.8% increase in circulation the first quarter of fiscal year 2006-07. Hendrix addressed reciprocal borrowing of non residents and the increased percentage of borrowers at area libraries. She said additional software is being installed at the libraries to help manage the high volume of computer usage. Hendrix reviewed the number of book requests and holds. She noted this is a labor intensive task for staff. Hendrix said this year the focus has been on getting the Pace Library open. She said next year she plans to focus on collection enhancements. Hendrix reviewed interlibrary loans, technology operations, library resources, public relations, youth services, and library staff changes. She provided a brief update on the progress of the new Pace Library scheduled to open sometime in March. In closing, Hendrix discussed the Library Administration goals for the current year.

Library Foundation Update

Toifel said the Library Foundation currently has three voting members and two ex-officio members. She said they are hoping to get a total of seven members with one member from each commission district and two at large members. Toifel said the bylaws have been established with great guidance from Gloria Cook. She said there has been a delay in the 501C3 process due to changes in the IRS (Internal Revenue Service) requirements. Toifel said the next meeting of the Library Foundation is scheduled on February 1 st , and the current members are Ed Nixon (President), Tim Weeks (Vice President), Terry Jasmouth (Secretary/Treasurer), Linda Hendrix, and Peggy Toifel. Rose asked how contributions will be handled without the tax status. Toifel said the foundation should have the tax status by the end of the year, so there should not be a problem. She said IRS will allow retroactive status.

Other Business/Adjournment

Toifel moved to proceed with looking for a consultant that can provide a Library Facilities Plan and for Walker to locate funding sources; Wiscaver seconded, and the vote carried unanimously. (4-0)

Toifel thanked Hendrix for all her hard work.

There being no further business to come before the Library Advisory Board at this time, the meeting adjourned at 4:35 p.m.