

**Library Advisory Committee
November 18, 2010
Milton, Florida**

The Library Advisory Committee met on the above date with the following members present: Michael Sandler, Pat Rose, Martha Lyle and Bill DuBois. Also present were Hunter Walker (County Administrator) DeVann Cook (Human Resources Director) and Kathy Jordan. Linda Hendrix, Library Director was absent. Michael Sandler called the meeting to order at 4:00 p.m.

The minutes of the May 20, 2010 meeting were approved.

Volunteer Report

Gwen Wilson presented the volunteer report. She said about 13 active volunteers have been added since the new volunteer kickoff in January. There are currently 26 active volunteers. Only about 5 or 6 volunteers can be utilized at each library not including the Genealogy volunteers because they do something other volunteers cannot. Currently each library has a sufficient number of volunteers but applications are still being accepted with notification that we are at the maximum capacity for volunteers but the application will be kept on file until there is a need or vacancy depending on their specified assignment requests. They can apply for the General Support category, which is shelving, dusting or whatever task the manger needs assistance with; technology assistant volunteer, which helps with computer tasks such as setting up emails for customers or helping with computer programs; youth program volunteers assist with story time or summer reading programs or crafts; ground and maintenance volunteers help with weeding and shrubbery and there is one master gardener at the Gulf Breeze Library; genealogy volunteers help with family history and currently there is one scheduled at Navarre on Thursdays from 10:00 to 12:30, Gulf Breeze on Wednesdays from 2:00 to 4:00 and Milton on Mondays from 9:00 to 12:00 and Thursdays from 10:00 to 12:00 and Saturdays from 9:00 to 12:00. And all this information is on the library website. The breakdown for volunteers at each location is as follows:

1 for the Administration office
5 at the Gulf Breeze Library
10 at the Milton Library
7 at the Navarre Library
3 at the Pace Library

There were two volunteer appreciation luncheons earlier in the month at the Gulf Breeze and Milton libraries for all volunteers. There were 10 volunteers at each location for a total of 20 of our 26 volunteers.

Mr. Sandler noted that our volunteers save money and he noted that library staff cannot afford to be cut any further. Mr. Walker agreed that to run an efficient system staff will have to be replaced if any leave their positions. He noted that libraries are the closest thing we have to retail business in county government. He noted that Mrs. Hendrix mentioned in her written report that volunteers gave over 1400 volunteer hours and we are grateful to Ms. Wilson for taking over that program and making it work.

Margaret Chatraw gave an update on the Children's Program. She noted that we set some record numbers this summer. Registration was 855 which is the highest number since 2005. There were 58 programs and 1,760 children attended the programs. All registrants were given or printed their own reading calendar when they registered and for the duration of the program they marked each day that they read for 15 minutes and at the end of the program they turned their calendars in for prizes. 211 participants turned in the calendars, which is about 25%. She noted this is good for a 7 week program. Research shows that summer reading programs are important to help children retain and improve their reading skills over the summer months when they are not in school. The Superintendent of Schools has approved flyers to send home with all students in elementary, intermediate and primary schools and school media specialist at those schools are invited to attend and participate in one of the programs at a library of their choice. At the end of the program a list of participants who turned in their calendars is sent to each of the school media specialist at the beginning of the next school year for recognition of those students. Most schools provide some incentive in addition to what they receive from us. Next year the theme is "One World Many Stories".

Director's Report

Mr. Walker outlined the Director's Report provided by Mrs. Hendrix. A copy was provided to each Library Advisory Board member and a copy is attached to these minutes for filing.

Mrs. Rose mentioned that one of the questions at the Friends meeting in Gulf Breeze is about the interlibrary loan service which is not available at this time and the Friends may ask if they can assume the cost for it so that we can borrow the books from other libraries across the country. They also mentioned that they do not have access to the numbers of materials that they previously had access to so our patrons are paying the \$50.00 to go into Escambia County to use their libraries. They would like to hear just how long it will be with the budget cuts before they have access to those materials that we were provided when we first opened.

Mr. Walker said that is something that will have to be reviewed. He and Mr. Cook will get with Mrs. Hendrix and send out an email on where we are and come back to you with a plan.

Other Business

No new business.

Next Meeting Date

The next meeting is scheduled for February 17, 2010 at 4:00 p.m.

Adjournment

There being no further business to come before the Committee, the meeting adjourned at 4:35 p.m.