

Library Advisory Committee
January 15, 2009
Milton, Florida

The Library Advisory Committee met on the above date with the following members present: Chairman Peggy Toifel and members Martha Lyle, Michael Sandler, Pat Rose and Jacqueline Wiscaver. Also present were the County Administrator (Hunter Walker), Library Director (Linda Hendrix) and Human Resources Director (DeVann Cook). Chairman Toifel called the meeting to order at 4:05 p.m.

Toifel moved approval without objection to the minutes from the October 30, 2008, meeting and thanked the Library managers for their hard work.

Director's Report

Hendrix also thanked the Library managers and said they are the people who do the real work in the libraries along with their staff. She presented a Power Point Presentation. (Copy attached.)

Volunteer Program Report

Toifel provided the committee members with a copy of the Library Volunteer Service Application and noted the biggest change is that the county will now pay for background checks. The applicant will not be required to pay the \$32.40. The publicity for this change and other programs has been provided to the media. The application has been somewhat simplified. (Copy attached.) There will be three choices in how people are scheduled. They may come on a regular basis during the week, on an as available basis and on an as needed basis. Toifel said she will present an orientation at each library monthly if there are any volunteer applicants for that library and once the volunteer has gone through the orientation, application and background check then they may request their hours and start working with the Library Managers. The application is on the web. It cannot be submitted through the web but it can be printed and delivered to the Library.

Rose asked how the application is handled since it has Social Security numbers on it. Cook stated that his office handles the background checks and the application and background check is kept as secure as possible in his office. He also noted that the County does not run credit checks. The legal authority to run background checks is part of the Fair Credit Reporting Act so we have to use their language and the wording is very broad. A statement has been included in the application that we do not do credit checks.

Walker requested a clarification on the number of volunteers. He stated that the Director's report noted 32 volunteers and that appeared to be high. Toifel noted that most of those volunteers are in Genealogy. Navarre is pretty well stacked with volunteers and

Library Administration has three. Jay has none, Pace has none (one snowbird who is not here now). Gulf Breeze has none at this time but did last quarter when the report was made. Most work only a couple of hours a week except for in Genealogy where they work about 4 hours per week.

Sandler asked when the new program will start. Toifel replied that it starts today.

Hendrix said that Toifel will also be talking with Civic organizations and people throughout the county as our ambassador to talk about the volunteer program, the Library Foundation and our libraries in general about what the libraries offer and what organizations and citizens can do to help.

Wiscaver asked about use of high school students as volunteers. Toifel said the Library Managers do use some high school student volunteers but they do not come under her program.

Hendrix said there is an application for them. It is different because usually they just need a few hours to complete their volunteer certifications. All of the libraries currently have student volunteers.

Library Foundation Update

Toifel stated the Foundation met yesterday and they have a new Board Member, Dr. Tony Apap of the University of West Florida. The Foundation sent out four letters inviting new members to join. Two turned down the opportunity and one will attend the next meeting and has expressed his willingness to join. Dr. Apap stated he likes to give golf events so that may be a possible fund raiser in the future.

Other Business

Walker said he met with some of the Friends of the Libraries about library schedules. After meeting with representative of all four Friends groups he made a commitment to look at the hours of operation again and after talking with Mr. Cook and Ms. Hendrix thinks it will be possible to work something out using the same staff. One solution will be to close the libraries on Thursday afternoons and open on Saturday mornings. This recognizes that in tough economic times that people need access to computers to check for jobs and other things they would not be able to do during the week. This may be possible to implement the first weekend in February with a commitment to do this for at least one calendar year if approved by the Board of County Commissioners. Discussion about hours and staffing followed.

Lyle stated the Pace Library used book sale is scheduled for March 7th at the First Methodist Church in Pace.

Toifel stated that she is no longer the President of the Milton Friends of the Library. Bill DuBois is the new President and web master and his wife is the new Treasurer.

Sandler said there will be a small paperback sale in the Lobby of the Navarre Library for trade paperbacks soon and the second Saturday in February in conjunction with the Senior Center Pancake Breakfast there will be a large book sale.

Rose stated the Gulf Breeze Friends will have their meeting on January 29th at 7:00 p.m.

Toifel asked how often the Library Board is meeting now. Walker replied quarterly.

Hendrix said that in April, Sandy Newel, our State Library Consultant, tentatively committed to being here to meet the Library Board and to give a little overview of how the State system works and to run a work shop on Friday morning.

Hendrix stated she forgot to put in her report that the State Legislature did finalize the reductions for State Aid to Libraries and they finalized a 12.6% decrease across the board and worse news is that over the past few years that there has been a 50% decrease in state aid. All construction was removed from the budget this year and that was about \$10,000,000 so the library community is reeling but understands that all state agencies are impacted. The Santa Rosa system is doing really great and is maintaining. But is in a holding pattern on starting any new programs.

Next Meeting Date

The next meeting is scheduled for April 16, 2009, at 4:00 p.m.

Adjournment

There being no further business to come before the Committee at this time, the meeting adjourned at 4:45 p.m.

Chairman