

BREVARD COUNTY LIBRARY SYSTEM
BOARD MEETING MINUTES
February 16, 2023

MEMBERS PRESENT

Pete Poole, District I
Tom McGill, District II
Michelle Beavers, District III
Dr. Rochelle Kenyon, District IV – Chair
Mark Broms, District V

OTHERS PRESENT

Wendi Jo Bost, Library Services Director
Heather Palmer, Suntree/Viera Library Director
Constantine Daniel, North Brevard Library Advisory Board
Jeff Thompson, Public
Karen DiNatale, Administrative Assistant

Call to Order

The meeting was called to order at 10:00 am, by the Chair, Dr. Kenyon.

Approval of Minutes

A motion was made by Mr. McGill, seconded by Mr. Poole, to approve the minutes of the November 17, 2022 Board Meeting. ***Motion unanimously carried.***

Correspondence

None.

Library Services Director's Report

Ms. Bost welcomed everyone to the Suntree/Viera Public Library and thanked Ms. Palmer and staff for hosting and welcomed new Advisory Board Member, Ms. Beavers, to the Library Advisory Board.

Ms. Bost started the Director's Report stating we've been working on a Call Number Project to streamline our cataloging records and the catalog.

Met with both the North and South/Central Public Library Advisory Boards. The North Brevard Library Advisory Board had a quorum and were able to vote on their officers.

Met with the City of Satellite Beach regarding Gopher Tortoises on the property and also working with our lawn maintenance for the property. There are some areas that are needing to be taken better care of and we're working with them on maintaining the property.

Hosted a wonderful meeting with Reference Librarians. They are database champions who will promote library resources and share information. We have new Databases including Wall Street Journal, Petersons Test and Prep Resource, Chilton's Auto Repair and Gale Florida Legal Forms. We're also looking into Linked in Learning and a few other databases.

The website update was completed. We are still tweaking it, but our IT department is primarily focused on public documents first.

Visited all 17 locations during the holiday season and was able to spend some time with staff.

Working with Facilities on maintenance placing priorities on plumbing, air conditioning, roofing, safety, and items that really need to be addressed. Then onto additional projects such as carpeting at Melbourne Beach, Palm Bay and Central Library in the youth department.

We had a Youth Services Planning Meeting to plan for our Summer Reading Program. This year's theme is All Together Now. We will have a kick-off on June 3, 2023 at Catherine Schweinsberg Central Library.

Met with the Rotary from Eau Gallie and they are sponsoring some bigger final prizes for the Summer Reading Program and will also be hosting an end of the year Summer Reading Program event at the Eau Gallie Library. Some of the prizes this year are eight bicycles with helmets, eight Amazon Fire, 20 National Geographic Science Kits and other great prizes.

Kudos to Michael Boonstra for the 50th Anniversary event with over 110 people in attendance. Proud of all our libraries for participating.

Received Stars of the Space Coast Award for our work with youth from Brevard 211.

Received an award from CareerSource Brevard for being the number one referral agency for job seekers in the county.

We hosted a LibraryCon Recap from our event in November with over 1000 in attendance at the event.

Hired a new Community Support Advocate. Dr. Lisa Montgomery accepted the position. She held this position last year as part of a Grant.

Patron Point is up and the first email will start today with new library card registrations.

Working on library card automatic renewal for 90 days.

Participated on a Selection Committee for an RFP on Security Guard Services. American Guard Services was selected and we have had a few preliminary meetings with them.

Submitted an RFP for Materials Security and Handling System which is out on the street right now and due back to us in early March.

Have attended monthly meetings with the Melbourne Police Community Relations Council to discuss opportunities at our Melbourne Libraries and be part of the community.

Received an Innovation Grant for \$7,000 from NEFLIN to create a small Business Support Center at Franklin DeGrootd Library.

Ms. Bost introduced Mr. Constantine Daniel who is the Chair of the North Brevard Library Advisory Board. Mr. Daniel commented he is thankful to be on the North Brevard Library Advisory Board and thankful for Ms. Bost. He stated that libraries were lucky to have Ms. Bost because she always is appreciative of her staff. Dr. Kenyon stated since we are loving on libraries she mentioned she is reading a book called *The Reading List* by Sara Nisha Adams. She highly recommends reading it. It's about interconnections and the importance of books, relationships and the library.

Mr. McGill requested a copy of the Fines and Fees be emailed to him as he is interested in this subject. Ms. Bost stated we eliminated Fines and Fees during Covid. We did bring back Fines and Fees, but we are offering automatic renewals if the book is not on Hold. Fines and Fees is not meant to be punitive but to be an incentive to bring their materials back on time. Also, the Fines and Fees helps pay for facility maintenance. Mr. McGill expressed concern regarding the Budget as facility repairs are made with Fines and Fees. Is there a plan in place to replace what is being eliminated? Ms. Bost stated we have a couple of plans in place to make up the revenue. Our bonds will be paid off this year. Mr. McGill stated a plan should be in place now as to where the funds will be allocated. Ms. Bost stated we are currently working on our budget for next year. We've sat down with each director to see what their major projects are and what they foresee for their libraries. We're also working with Facilities on preventative maintenance.

Personal Appearances

Ms. Beavers stated that she visited Franklin DeGrootd Library and South Mainland and stated they were well maintained. Mr. Poole went to Cocoa Beach Library and went down to Melbourne Beach Library. Commented on how friendly everyone was and noticed there was a lot of cleaning going on. Mr. Poole also inquired about interlibrary loans as they have that in Seminole County. Ms. Bost said we really don't participate in interlibrary loans as they are labor intensive and very expensive. If there is a book that a patron is looking for it is cheaper to buy it outright then go through the interlibrary loan process.

Unfinished Business

None.

New Business

LS-03/Library Code of Conduct. Ms. Bost stated our goal is to provide this to the public and to be used as a tool for staff. We want everyone who uses the library and be respectful. We're going to post this at all locations. LS-03/Library Code of Conduct has been seen and approved

by the County Attorney's office. Dr. Kenyon asked about rule #21 where children under 10 are left at the library unattended and inquired if that has been a problem. Ms. Bost stated we have had issues in the past. We do notify the police, not to do something negative, but because we're worried about the child. It's a public place and we want everyone to be safe. Ms. Beavers inquired about blankets and strollers. Ms. Bost stated of course, children in strollers with blankets is not an issue. Our goal is to minimize outside personal belongings for health reasons. Ms. Beavers also had a question regarding the restroom policy. Inquired about father's needing to bring their daughters to the restroom. Ms. Bost stated the best solution would be for them to contact a staff member and staff will find a restroom they may use. Mr. Poole had a question on #29 Trespassing on Library Premises. Port St. John Library has a playground and there are kids there at night. Ms. Bost stated we will change the wording to Trespassing/Loitering. We do have after hour patrols and they would be trespassed by police. Mr. Poole also inquired about #15 bringing animals on the Library premises. He stated that there is paperwork stating if they are a service animal. Ms. Bost stated we are not allowed to ask for paperwork. They can state if they are a service animal but if they lunge or sniff which a service animal wouldn't do that then they are asked to leave. Ms. Bost asked if there were any other questions and that she will make the following changes if a patron needs to enter a restroom with a young child that staff will help them find a restroom and will change #29 to read Trespass/Loitering. Mr. McGill made the motion to approve LS-03/Library Code of Conduct with Ms. Bost's stipulations and was seconded by Ms. Beavers. ***Motion unanimously carried.***

Comments by Public/Friends

None.

Comments by County Library Board Members

Ms. Beavers asked why the book *This Book is Gay* is in the Youth section of some libraries. Feels this book is an adult book and should be labeled as such. She noticed it was labeled as Adult in some Libraries and Youth in others. Ms. Bost stated that is what we are working on right now is cataloging. My whole effort is to streamline our cataloging where all libraries catalog the same. As for that book it is a Non-Fiction, and we have made the change that there will no longer be Non-Fiction for Young Adult. All Non-Fiction will now be marked as Adult.

Dr. Kenyon stated our next meeting will be held on May 18, 2023 at location to be determined at 10:00 am. Meeting adjourned at 11:05 am.

A handwritten signature in black ink, appearing to read 'Mark Broms', written over a horizontal line.

Mark Broms, Secretary

Approved by the Library Advisory Board on June 1, 2023.