

# **SOUTH/CENTRAL LIBRARY ADVISORY BOARD MEETING MINUTES**

**August 15, 2024**

## **MEMBERS PRESENT**

Jennifer Allgood, District IV – Chair  
Dr. Rochelle Kenyon, District IV  
Laura Petruska, District IV  
Leann Chaney, District IV  
Virginia Hamilton, District V  
Kelly Kervin, District V  
Lori Alvord, District V

## **MEMBERS NOT PRESENT**

Donna Richardson – District III  
Raymond Spencer, District III – Absent  
Paul Kolarik, District V - Absent

## **OTHERS PRESENT**

Wendi Bost, Library Services Director  
Barbara McKinney, Administrative Assistant  
Caroline Lewis, President of Space Coast Therapy Dogs

## **Call to Order**

The meeting was called to order at 1:00 pm, by the Chair, Ms. Allgood. Introductions were made as a guest speaker was attending the board meeting.

## **Approval of Minutes**

A motion was made by Ms. Kervin, seconded by Dr. Kenyon to approve the minutes of the April 18, 2024 Board Meeting after minor corrections. The motion unanimously carried.

## **Guest Speaker**

Caroline Lewis, President of Space Coast Therapy Dogs, spoke about what a therapy dog does and how to become a therapy dog. Many libraries have had, or do have, the Read-to-a-Dog program that encourages children to read. The program is a 501(c)(3) and existed since 1992. The dogs also go to schools, nursing homes and other places. They will soon be in our local airport to help those anxious about flying. Discuss ensued.

## **Library Services Director's Report**

Ms. Bost expressed her delight in being at this meeting. The library's online calendar has been upgraded so you can search for an event in any library by tags or by an individual location.

Early voting was ongoing at the Titusville library.

Mims library began offering a Bilingual Program and the first program had a fantastic attendance of about 30 young people. New materials had been ordered to support this program.

Ukulele's will be offered for check out by the libraries in the future. On Monday, September 23, 2024, from 6:00 PM to 7:30 PM, the Merritt Island Library is having an Introduction to the new Ukulele kits

made available by a gentleman on Merritt Island. These kits can be purchased by the Library Friends groups to donate to the library.

Our new Checkout System and security gates went live on July 17, 2024, with minimum issues thanks to the hard work done by Tina Hare and the amazing IT team. The self-checkout app will launch on September 17, 2024 and will be available for download beginning August 28, 2024.

AARP had been giving tax assistance in many of the libraries during tax season.

The Summer Reading Program (SRP) kickoff at the Catherine Schweinsberg Rood Central Library attracted over 1200 people. Everyone was thrilled and had so much fun. One of the Assistant County Managers came to the party and was blown away. Then, we had our End of Summer party at the Satellite Beach Library with about 400 people in attendance. The County Manager came with his granddaughter who had a blast. These events are so fun that the libraries will do staff recruiting at these types of events in the future, who would not want to join!

The Beanstack Tracker app, available on the library's website, is how we track reading minutes. Last summer and this summer there were over 1 million reading minutes tracked.

A great deal of planning goes into the Summer Reading Program. This year we had a bus wrapped in Ride to Read with the library information and even a billboard thanks to our partnership with Space Coast Area Transit. The bus will continue to circulate for a year. The Library Ducks and Astro Duck used this year were designed by one of our staff, Mr. Daniel Hearn, reference librarian, at the Port St. John library and an incredible artist.

The library system had been given a grant from the Eau Gallie Rotary Club for the summer reading prizes. On August 3rd the prizes were awarded to patrons in attendance at the Eau Gallie Library. Prizes were shipped to a patron's home if they could not attend.

Another grant came from the Florida Humanities Council for our Young Storytellers Project over the summer. The children met with authors online, in a controlled environment, who taught them how to develop a plot, create dialogue and write a story. The project attracted over 70 children. A book is being created and will be sent to a publisher soon and we will celebrate with a book launch event. Each writer and library will receive a copy of the book.

The Memory Kits, developed in association with the Health First Memory Disorder Clinic, are beginning to circulate. It has been found that the plastic cases are too difficult to open so bags will be purchased to replace them. This is the first of the new Library of Things program. We are working with the American Heart Association which has a program where they will be donating blood pressure cuffs for check out. Other programs coming are The Great Outdoors and someone is working on one that is military in nature for our large veteran population.

The Titusville, Eau Gallie, Cape Canaveral and Melbourne Beach over the summer libraries offer supplemental nutrition benefits in conjunction with Second Harvest. This is a popular program.

United Way is gearing up for the county and Ms. Griselda Clarke has been elected to head up this year's drive.

Library circulation has reached Pre-Covid numbers but the door count is lagging. When you look at the online circulation for e-books and that type of thing, with over 15,000 unique users, checking out eBooks has become the busiest location.

A Lean-6 Sigma project that Ms. Clarke was part of focused on getting processed materials out more quickly with an 89% improvement rate.

The Melbourne 100th Anniversary Celebration was well attended. The Friends of the Library had a new mural of Dr. Martin Luther King Jr. unveiled on an inside wall that received great reviews.

A new position had been posted focusing on Lean 6 Sigma efficiencies and promoting the library. At this time, several people are involved in the marketing process and this position will help these individuals.

Clear Channel ran billboard ads for the library this summer at no cost when there were empty spots in billboard locations.

Things are going well and many exciting things will be coming in the future like the Library of Things and helping Housing and Human Services with the opioid grants with focus groups with some library staff.

Ms. Amy Johnson from the State Library came to visit and spoke with staff and members of various committees. She asked if she could return in the future.

Drones have been a big hit with patrons.

In June, the door count dropped significantly but in July it was back up over 4%, Circulation was slightly up at 1% and program attendance was up by 29% over last year.

As part of the Library of Things, ukuleles will be available for checkout. There will be plastic ones for the children and wooden ones for adults made available by a craftsman on Merritt Island.

Ms. Bost had presented the budget to the County Manager. The River House at Central Library will be restored for adult programs in the morning and low-tech activities for kids in the afternoons.

Due to supplier issues, Satellite Beach will remain closed for another week.

Email the Annual Report to Ms. McKinney by the end of the month.

Please visit other libraries and give Ms. Bost honest feed-back.

## **Personal Appearances**

Ms. Allgood was working with Health First. She had the opportunity to impart resources available at the libraries such as the Memory Kits. Many of the participants she came in contact with were very familiar with what resources libraries have available like the podcast studio. Discussion ensued.

Advisory Board members visited the following libraries: Dr. Martin Luther King Jr., Franklin T. DeGroot, Satellite Beach, Suntree/Viera, Melbourne, and Catherine Schweinsberg Rood Central Library.

## **Unfinished Business**

Ms. Petruska had requested the library system to look at extending check out time limits times in Libby for books over 500 pages. Ms. Bost will look into it. Currently, a book on Libby can be checked out for 2 weeks with the option to renew if the title is not on hold for another patron. Ms. Bost also shared more books are being released with the opportunity to pay a higher price and get a hundred simultaneous use copies to cut down on the waiting list. It is hoped that more publishers will be offering this option in the future.

Ms. Petruska had asked about the rules governing board members who have not attended at least half of the meetings. The board members requested that Ms. Bost look into how to fill the open board positions and for dismissing the two members who have not showed up in over a year. Ms. Bost had been in contact with the person who oversees the board member's attendance.

In response to the question about what the Friends of Libraries could purchase and having a written policy, Ms. Bost said a Memorandum of Understanding is being drafted for what the Friends could use funds for such as programs and program materials, furniture, landscaping, and they could make recommendations for books.

## **New Business**

Ms. Petruska had read an article from another country about a program to have people tell their life story or experiences to an individual instead of checking out a book called the Human Library Project. Discussion ensued.

Ms. Kervin suggested library staff could create a tutorial for Youtube about how to navigate the new library website for older patrons.

### **Accomplishments by the Board**

None.

### **Old Business**

Ms. Allgood made sure everyone had received a copy of last year's Annual Report after the last meeting.

### **Comments by Public/Friends**

None.

### **Comments by County Library Board Members**

None.

### **Announcements**

None.

The meeting adjourned at 2:40 pm by Ms. Allgood.