

BREVARD COUNTY LIBRARY SYSTEM
BOARD MEETING MINUTES
March 17, 2021

MEMBERS PRESENT

Pete Poole, District I
Tom McGill, District II (Absent)
Dr. Rochelle Kenyon, District IV
Mark Broms, District V

OTHERS PRESENT

Wendi Jo Bost, Library Services Director
Jeri Prieth, Assistant Library Services Director
Tina Hare, Information Technology
Janice Murray, Director of Merritt Island Library
Lisa Olzewski, Director of Cocoa Beach Library
Ashley Link, Director of Melbourne Beach Library
Lucinda Dann, Director of Satellite Beach Library
Alan Rothstein, Citizen
Jeff Thompson, Citizen
Karen DiNatale, Executive Secretary

Call to Order

The meeting was called to order at 4:35 pm, by the Chair, Mr. Broms. This was an in-person meeting at the Catherine Schweinsberg Rood Central Library and a virtual meeting utilizing GoToMeeting forum.

Approval of Minutes

A motion was made by Mr. Broms, seconded by Dr. Kenyon to approve the minutes of the January 20, 2021 Board Meeting. ***Motion unanimously carried.***

Correspondence

No correspondence.

Library Services Director's Report

Ms. Bost stated she is excited to be here. Everyone has been welcoming, and inspiring. COVID offered challenges but staff continued to serve our communities through curbside pickup. We were quick to open the library back up to help patrons with getting employment documents, CARES applications, etc.

We currently have a Request for Proposal for Integrated Library System that is getting ready to go out for bid.

Ms. Prieth added to the Director's Report that Florida Library Association stated that Bradford and Brevard County Libraries were the first to open in the State of Florida. During the month of April when we were closed we still checked out over 40,000 items.

Ms. Prieth reported this year Cocoa Beach, Dr. Martin Luther King Jr., and Central Library all worked with AARP volunteers to provide tax assistance to our residents. Port St. John and Titusville Library were designated drop off points. The two drop off points processed over 400 packets for pick up.

Our volunteers are coming back to the libraries to volunteer and the Friends groups are having outside book sales to raise monies.

Eau Gallie Library is currently closed for renovation and is slated to reopen on March 29, 2021.

We are slowly filling our job vacancies.

All libraries continue to support CARES Act applications for help with rent for our Housing and Human Services department.

We are wrapping up the final touches on our Request for Proposal for the Integrated Library System. The Commission approved our request to go out for bids on February 23, 2021; which was the same day our new Library Services Director was named. We welcome our new Library Services Director, Wendi Jo Bost.

Mr. Poole requested an update on facilities projects for the next meeting

Dr. Kenyon inquired about the Open House that was held yearly that featured assistive devices. It was explained it was cancelled last year due to the risk to participants and will return as soon as possible.

Mr. Broms thank Ms. Prieth for taking over for the past few months and will continue through the transition.

Personal Appearances

Dr. Kenyon stated she visited Mims Library, Central Library, and Cocoa Beach Library. She doesn't say who she is but rather says she is new to the location and if they can assist. The employees she encountered were very willing to help and anxious to show what the library has to offer. Dr. Kenyon was thrilled to see tables of free material and is enjoying her visits to libraries.

Unfinished Business

Mr. Broms stated there were a couple of things that we were discussing. Status of E-books and how things are going, the relationships with publishers and all. Would like to discuss again and give an update. Other project is regarding fines. Is there a potential to change our policy on fines as we have changed our policy on fines during this quarantine period. Would like to have a report ready on thoughts on what was learned from having fees suspended.

New Business

Mr. Broms stated as we're not visiting individual libraries yet, we invite directors to give updates on their libraries. We have Ashley Link from Melbourne Beach Library here to give her report.

Ms. Link stated they have had some Capital Improvement Projects. Some of the projects were HVAC related. They had the chiller/air dampener rebuilt plus duct repair, as well as triple duty valve replacement.

In the Summer of 2020 they had the library painted. During the summer they also had mold remediation done.

Since August we have had issues with the parking lot lights. We have had four lights down. Facilities wants to go to bid on this project as they feel lighting engineers are needed since we are beachside.

Our statistical reports show door count at 60% from previous year and check outs are down 11%.

Comments by Public/Friends

None.

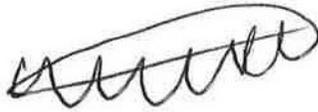
Comments by County Library Board Members

Dr. Kenyon stated she had a personal concern. We have missed two sets of books sales in March and October. Is it possible to do book sales outside? Ms. Link stated that being part of the social media team they have advertised for Friends of the Library book sales. Some libraries do have day to day sales in their lobbies. Some libraries are next to parks where they are able to do outdoor book sales and they have been able to do that. Melbourne has been doing cart-based sales. Satellite Beach had a parking lot book sale. Dr. Martin Luther King Jr. Library and Melbourne Beach Library don't have any space. Dr. Kenyon thanked Ms. Link saying she's glad there isn't a policy to prohibit book sales. Merritt Island Library has a one-person operation for book sales. Eau Gallie sells on a cart in the library. There are no set arrangement for selling books. Each library has their own plans on what works best for them for selling books. Dr. Kenyon was pleased by the response.

Mr. Poole commented that there are inconsistencies on having meetings where some libraries are having meetings and others are not. He feels we should follow whatever CDC guidelines states. Are Friends of the Library meeting? Ms. Prieth stated that anyone can meet in the meeting rooms, but there needs to be social distance. There are some libraries such as Eau Gallie who are using their meeting rooms for quarantining books and they don't have the space for meetings. Dr. Kenyon asked how long for quarantining books? Ms. Prieth stated there isn't an answer to that. We are following CDC guidelines.

Mr. Poole asked why is it different libraries have different signs regarding wearing of masks. Some signs say recommended while others say required. Ms. Prieth stated municipalities have different ordinances. Cocoa and Cocoa Beach had mask mandates where the County does not. So, if a library is within the city limits they follow what the City mandates. Mr. Poole asked if patrons have gotten unruly regarding masks. Ms. Prieth stated we have had some, but we point out our policy on Library Code of Conduct. Mr. Poole requested a copy of LS-03/Library Code of Conduct.

Mr. Broms stated one of our roles is to review, and approve updated policies. He would like a table of all of our policies and when they were last reviewed. Mr. Brom moved to adjourn and Dr. Kenyon seconded. Meeting adjourned at 5:18 p.m. Next meeting will be at the Central Library on April 21, 2021.



Edwin (Pete) Poole, Secretary

Approved by the Library Advisory Board on April 21, 2021.