

BREVARD COUNTY LIBRARY SYSTEM

BOARD MEETING MINUTES

July 21, 2021

MEMBERS PRESENT

Pete Poole, District I
Tom McGill, District II
Dr. Rochelle Kenyon, District IV
Mark Broms, District V - Chair

OTHERS PRESENT

Wendi Jo Bost, Library Services Director
Jeri Prieth, Assistant Library Services Director
Janice Murray, Director of Merritt Island Library
Heather Palmer, Director of South Mainland Library
Elanya Bairefoot, Interim Director of Catherine Schweinsberg Rood Central Library
Tina Hare, IT
Jeff Thompson, Citizen
Ross Laningham, Citizen
Karen DiNatale, Executive Secretary

Call to Order

The meeting was called to order at 4:30 pm, by the Chair, Mr. Broms.

Approval of Minutes

A motion was made by Mr. McGill, seconded by Dr. Kenyon to approve the minutes of the May 19, 2021 Board Meeting. *Motion unanimously carried.*

Correspondence

Dr. Kenyon read a letter she received regarding a book called Breaking Bipolar by a local author. She would like the book to be added to the collection. Ms. Bost stated she will look into it and get back with Dr. Kenyon.

Library Services Director's Report

Ms. Bost introduced Wanda Brown, our new Catherine Schweinsberg Rood Central Library Director. She also introduced Janice Murray and Heather Palmer as our new Area Directors who have been promoted to their new positions. Ms. Bost stated the libraries have had a lot of publicity lately with teaming up with the Department of Health in giving out vaccines, our Summer Reading Program, and Read and Feed program that all made it into the paper and/or television. We're working on the contract for the Integrated Library System with The Library Corporation (TLC). We have decided to continue using TLC as our vendor. Ms. Bost stated she is the United Way Coordinator for the County. We're looking into getting Hot Spots for events. Cocoa Beach Library was closed for a day due to water main issues. September-October is Hispanic Heritage month and the DeGroot Library is coordinating a system event. Ms. Bost has been asked to run for NEFLIN Board and is currently working on the application. Thanks to Jeri Prieth and Mary Toupin for working on the ARPA funding through NEFLIN. Through this grant we are hoping to be able to get a social worker for the libraries. Spoke at the Cocoa Rotary meeting this week and plan on speaking at the Suntree Rotary meeting. We have

talked to the Director of Housing and Human Services about having a few of his employees coming to the libraries to aid patrons on Rental Assistance applications and other services offered by Housing & Human Services. We are in contact with Brevard County Public Schools to have a career and tech services internship program. I have talked with Aaron from Space Coast Symphony regarding River House and their lease which is expired. Lisa Olzewski is working with Niche Academy. Niche Academy is a tool to teach patrons how to use the online resources we offer at the library. Ms. Bost concluded her report. Dr. Kenyon responded by saying she was so impressed with everything Ms. Bost has done. Ms. Both stated she couldn't have done it without the staff she has and asked Ms. Prieth to give a brief report on the personnel changes. Ms. Prieth stated there have been quite a few personnel changes. We have created four new full-time positions from existing part time positions, and in the past 30 days we have had seven promotions, four transfers and hired ten new outside employees. The County is having a job fair on August 17, 2021 and we're trying to get all our vacancies posted so they are available for the job fair.

Mr. McGill stated he would like to see us use a wireless microphone as it's difficult to hear. We will look into it for our next meeting. Mr. Broms inquired about the Summer Reading Program. From the feedback received from staff, Ms. Bost stated that there has been good uptake in the Summer Reading Program. Cocoa Beach had to increase their activities and crafts because of the number of children coming in. We're doing our first really big program this weekend with Jiggleman at Eau Gallie Public Library. Ms. Bost showed the article in the newspaper regarding the Storywalk Read and Feed program. We're going to be another Storywalk Read and Feed as there was an overwhelming response from the patrons as they are wanting to come back to libraries and get involved. Mr. Broms asked if there have there been discussions on how we're going to utilize the Mobile Library. Ms. Prieth stated they have a team of librarians who have been getting ideas from tech to traditional on how to make the best use of the Mobile Library and are working together to come up with the mission statement. Hoping in the next couple of months to have a direction we're going to with the Mobile Library. Mr. Broms asked if there are any other comments and Dr. Kenyon asked if we are offering Read to a Dog program anymore. Ms. Bost stated we are not offering the program right now because of COVID, but are hoping to bring it back. She met with a woman at the Rotary meeting who is affiliated with the Humane Society and is interested in a potential program as well.

Personal Appearances

Dr. Kenyon said she went to visit the Cocoa Beach Library.

Unfinished Business

Mr. Broms mentioned we were going over the Long Range Plan and asked Ms. Bost to go over the Plan. Ms. Bost went over the plan and our mission statement. Streamlined the Long Range Plan to: Begin Your Story, Create Your Future and Learn with Us as the motto we came up with. There are five main areas we felt were critical for our future.

1. Deliver Quality Customer Experiences
2. Engage With our Community
3. Provide Learning and Discovery Spaces
4. Ensure Accountability, and
5. Explore Innovative Possibilities

This would be the overlying plan with the One Year Plan. Same statement. Deliver quality customer experiences is on the One Year Plan. My plan is to assign a director and make a couple of different teams to

accomplish these goals. Will send Long Range Plan and One Year Plan electronically to the Board for the Board to make comments.

Mr. Broms stated next on the Agenda is Policies and Procedures and we have LS-09/Friends of the Library to review. The major change is the Library Director serves as a non-voting member of the Friends Board and that they shall serve as or appoint a staff member to oversee volunteer activities that interact directly with the public. We have a requirement for individuals that work with the public to go through a background check. By having staff overseeing the activity we don't need to do background checks on all the volunteers. Mr. McGill made the motion to accept and Dr. Kenyon seconded. ***Motion unanimously carried.***

New Business

Laurie Blair, Library Services Finance Manager, gave a presentation on the 2021-2022 library budget. We have presented the budget to the County Manager. The theme for the budget is: Planting ***Seeds*** for the Future.

S – Strengths

Working on facilities CIP including flooring, AC, roofing and bathroom remodels etc.

Shifting to hybrid services.

Identifying new opportunities such as use of Impact Fees.

Identifying new services and consider more such as Accelerated Reader, Beanstack Gamification of reading, Niche Academy.

Meeting customer demand leading to an estimated increase in e-book circulation of 28%.

E – Enigmas (Keeping Us Up at Night)

Catherine Schweinsberg Rood Central Library CIP costs.

1 million dollars in flooring.

250 thousand dollars for a fire panel/system.

480 thousand dollars in air conditioning needs.

Lighting and grid replacement or painting.

River House – Do we lease, rent or sell?

Materials Handling Systems.

E – Engagement

Need for a new 5-year long range plan of service and facilities plan.

Need for a new 1-year plan of service.

Growing future leaders – utilizing Brevard County Programs and Library Programs. Current leadership working with library teams to evaluate results of projects as learning experiences.
Public Speak and Library Mentoring

Social Media, Marketing of Resources, Community Partnerships.

Every new hire at Brevard County get a Library Card (and if they have one, pay any fines).

D – Departure – Expect the Unexpected

Imagine every child using a (school ID) to get a virtual library card with specific virtual access.

Cost = building ILS Load tables/working with the schools.

STEM/STEAM learning for kids and adults including virtual reality, podcasting, coding, robotics, photography, engineering, storyboarding, video making and editing.

Costs = equipment beyond the norm including computers for gaming that are educational running \$2500+.

Librarians are also good at growing our own resources and being thrifty, with two seed libraries and demonstration gardens at locations.

S – Summary

Celebration of history and diverse community.

Learning organization – exploration, nonaccredited skills.

Information gateway.

Exciting, loud, fun and messy.

This budget has been presented and approved by the County Manager. The first Brevard County Board Budget Meeting will be September 13, 2021 and the second meeting will be on September 22, 2021.

Next on the Agenda is the Palm Bay Library Report given by Elanya Bairefoot who is the Head Librarian. Ms. Bairefoot stated the Palm Bay Library staff is dedicated and she refers her staff as STARS. She gave a presentation on each staff member. It's a small library, but the staff work together and are cross-trained. This year's summer reading program theme was Tales and Tails which we used to create a more customized program. Showed some of the take home crafts and prizes for the summer program. There were 277 children served in June. There will be a Scavenger Olympic hunt to be held next week. September there will be an open house for reintroducing the in-house programming. Mr. Broms made a comment that Palm Bay Library was the first Integrated Reference and Circulation desk we tried and it works. Ms. Bost gave kudos to Ms. Bairefoot for taking over as the interim director at Catherine Scheweinsberg Rood Central Library. She did an outstanding job.

Comments by Public/Friends

Mr. Laningham commented that during COVID they had removed computers because of social distancing and limited time on the computers from six hours to two hours. Now that computers are all back would you consider changing the time back to the six-hour limit. Also, is there a way to get a computer with a CD ROM in every library. We get CD's from the government and are unable to use them. Mr. Brom thanked him for his comments and stated we would take it under consideration.

Comments by County Library Board Members

Dr. Kenyon commented about the 4:30 time for the meeting if it was a good time for everyone. Would like to change to an earlier time. Mr. Brom asked if 3:00 p.m. would work. Mr. McGill suggested to try 3:00 p.m. and see how it works. Dr. Kenyon made the motion to one tentative meeting at 3:00 p.m. at the Cape Canaveral Library for the August 18, 2021. Mr. McGill seconded. ***Motion unanimously carried.***

Mr. Broms asked if we're ready to start rotating visits at the libraries. Mr. Poole stated with the rise in COVID cases that he feels we should still meet at Catherine Schweinsberg Rood Library meeting room because we're able to social distance. Previous Motion amended to show the next Board meeting will be held at Catherine Schweinsberg Rood Central Library on August 18, 2021 at 3:00 p.m. ***Motion unanimously carried.***

Mr. Poole commented how much he appreciated the Board packet and all the positive public press and thanked Ms. Bost for encouraging staff to get all this accomplished.

Mr. Broms moved to adjourn and Mr. McGill seconded. Meeting adjourned at 6:00 p.m.



Edwin (Pete) Poole, Secretary

Approved by the Library Advisory Board on August 18, 2021.