

*Wilderness Coast Public Libraries*  
*Serving Franklin, Jefferson, and Wakulla Counties*

**Governing Board Meeting Minutes**

December 12, 2022 at 10:30 AM

WCPL Meeting Room

**Board Members present:** Chuck Hess, Greg James, Brenda Humphrey,

**Others Present:** Whitney Roundtree, Courtney Whitaker, Keith Dean (via phone), Robyn Drummond, Natalie Binder

James called the meeting to order at 10:34 AM. No changes to the agenda were made. Introductions were deemed unnecessary.

**Old Business:** Minutes from the September meeting were accepted and passed unanimously. The financial report was presented by Keith Dean on speakerphone. Everything is on track with the budget. The office supplies budget is slightly over but we have expanded the budget for the current fiscal year. The year-to-date results show that we're doing well. The Board requests a line item for reserved funds. The Financial Report was accepted unanimously.

**Administrator Report:** Whitaker read her report and then introduced the board the project she is implementing as a Sunshine State Library Leadership Institute participant. The Board made comments on how to improve the project, mainly increasing the budget to ensure patrons receive quality materials. Experience Kits will go into circulation in the fall of 2023. After negotiating pricing, Kanopy, a streaming service offered through OverDrive, will be available to member library patrons in the near future. Directors will come prepared to the February board meeting with project proposals for the WILD office to fund.

**New Business:** The board conducted the annual evaluation of the Central Administrator. Valuable feedback was given. The proposed board meeting schedule for 2023 was reviewed and it was noted that meeting September 11, 2023 at 10:30 AM would conflict with Veteran's Day events; the board meeting was moved to 1:00 PM.

**Directors Reports:**

Whitney Roundtree reports successful programming at both FCPL branches, noting that it is still a busy time of year for her libraries due to the influx of snowbirds in her communities.

Robyn Drummond is contending with an unprecedented number of new library patrons as Wakulla County continues its population growth. Programs are so successful that the meeting rooms are exceeding capacity. The staff is working hard to keep up with the busy traffic.

Natalie Binder is experiencing slow traffic and scattered program attendance, which is normal for this time of year in Jefferson County. Binder continues to build relationships with other public service agencies that utilize the library weekly.

With no further discussion, and a reminder that the next meeting will be held February 13th, 2023, James adjourned the meeting at 11:48 A.M.