

Wilderness Coast Public Libraries
Serving Franklin, Jefferson, & Wakulla Counties
Governing Board Meeting Minutes
Monday, November 14, 2016, 1:30 PM
Community Room of the Wakulla County Public Library
4330 Crawfordville Hwy, Crawfordville, FL 32327

Board Members Present: Sharon Rider, Sondra Taylor-Furbee, Marilyn Lewis, Dick Bailar, and Nancy Wideman

Board Members Absent: Howard Kessler

Others Present: Robyn Drummond, Natalie Binder, Pat Gilleland, Jonathan McCaughan, and Amanda Street

Chair Sharon Rider called the meeting to order at 1:44 PM.

Changes to the Agenda: Sharon asked Marilyn to tell the group about an award available for Friends of the Library to attend the annual ALA conference. Marilyn said the United for Libraries committee has an award called the "Thrift Book Friends Conference Grant" that is an \$850 grant plus conference registration for a member of the Friends of the Library attending an ALA conference for the first time. The deadline to apply is January 9, 2017 for first time attendees of the Annual Conference. Marilyn asked people to apply so there were many applicants to choose from. To apply, you must be an active, current member of a public library Friends of the Library group and a first time attendee of the conference. You must submit a letter of recommendation from your Library Director or the Head of your Friends group, as well as a one-page summary of your activities within the group. Dick asked where the conference would be held. Marilyn said Mid-Winter is in Atlanta, GA and the annual conference in 2017 is in Chicago, IL. Dick asked which conference this was for, and Marilyn said the award is given out yearly for both conferences, but the deadline she mentioned was for the 2017 Annual Conference. Dick asked Natalie to look into it. Marilyn said ALA has numerous other awards to fund travelling to the conferences and for recognition of hard work, so she encouraged everyone to research all of the options available. Sharon said the other change is that Pat asked that we move January's meeting to February because we will be getting a new board member from Wakulla. The following meetings will change months based on that shift in order to be every other month. Dick expressed his regret at losing Howard Kessler from the Board. Pat said that Mr. Kessler called before the meeting to send his regrets at missing the meeting and to say he enjoyed working with everyone.

Minutes: Sharon asked if everyone read the minutes. There were no corrections. Nancy moved to accept, Marilyn seconded, and the motion carried.

Financial Statements: Sharon asked if there were any questions about the financial statements. Dick moved to accept the financial statement, Sondra seconded, and the motion carried.

Old Business:

Administrator Monthly Report: Pat said the libraries are still in the middle of applying for State Aid funding for this year, and it has been difficult because the counties are dragging out finishing the end of the fiscal year financial statistics. Franklin is done, and hopefully Jefferson and Wakulla will be done shortly. Dick asked if he needed to contact anyone, and Pat said that it just takes some time. Natalie said that she has requested the reports and expects them in the next day or two. WILD's stats are done. Pat said she also wanted to point out that she ran the statistics for last year and this year because they've

discussed how business is up. The numbers allow the Board could see how drastically our numbers have improved this year. Dick asked if print materials were up, too, and Pat said yes. Natalie said that print book sales have stabilized and e-book sales have declined, perhaps showing the renewed interests in libraries. Pat said that new patrons tend to read the e-books, giving us two different factions of readers. Pat also wanted to point out the internal transfers between the libraries having increased due to the hard work of the staff. She wanted everyone to know the great job the staff members have done. Dick asked for news on Anne Birchwell, and Sondra said that she had seen Anne recently and that she looked well and rested and was continuing her chemotherapy. Pat said Franklin has advertised for a new director, and Sharon added they're also hiring a library assistant.

New Business

Annual Plan of Service - vote: Pat said that this is required by the State every year. The State considers the budget as part of the annual plan of service, but it is the same budget the Board has already approved. Sharon asked for a motion to approve the Annual Plan, Sondra moved, Dick seconded, and the motion carried.

Administrator evaluation and contract renewal - vote: Sharon asked Pat, Robyn, Natalie, and Jonathan to leave the room while they discussed the renewal of Pat's contract. After their discussion of Pat's performance, Dick moved to approve renewing her contract, Marilyn seconded, and the motion carried. Everyone was welcomed back into the room, and Sharon told Pat that the Board had moved to approve the contract renewal.

Library Updates:

WCPL: Robyn said the second annual Trick-or-Treat Story walk brought 4,300 people during the event. Dick asked if it was just the library, and Robyn said it was run by the Library and the Friends of the Library, but that other county businesses came to operate trick-or-treat booths. The first round of kid's coding class finished and they had their Robot Challenge for programming the Sphero robots. A video of the event is on Facebook. There were twelve kids in attendance continuously throughout the program, and round two of the class will start in January. This Friday will be the first meeting of the new Crafter's Guild that she will lead. People can come talk about projects they are working on and will do a snowman craft they can take home. They are making an effort to have a Facebook post each day. She pre-programs them a month at a time to automatically post each day. They are considering putting up seasonal story walks permanently in the park. State Aid is almost done. The chickens had a diet change and are now laying eggs. They have removed VHS tapes from the collection and are now circulating Blu-rays. She is registered to attend Mid-Winter in January.

JCPL: The Literacy Project kickoff was held on Saturday. They budgeted for 200 people, and about that many came, which Natalie said is a pretty big turn out for Jefferson County. Dick said he saw a lot of parents/adults, and asked if kids attended, and Natalie said there were a lot of kids. They had a snow cone truck, face painting, a barbershop quartet, and a magician. In between events for the kids, they were giving information about the literacy program to the adults and getting to know them. They are going to be working with the schools to get training for the teachers. The program will be focused on pre-school kids. They handed out some banners to some of their participants, and the response from the community was very positive. Dick said this is a County with three F-rated schools that is ranked 67th in the State for educational prowess, so this is a big deal for Jefferson County. Having that many people show up was a huge feat. They are still looking for a full-time facilitator for the project, and they have had some good applications for the position. Natalie showed some fans that they had made up for the event to hand out to everyone. Natalie said they will have them out at each event, and each one will have a different

Jefferson County historical landmark on it. Sharon asked how many years this will cover, and Natalie said three. There are some restrictions with the grant that are making travel compensation difficult for the subject matter experts, but it is working out and shaping up to be great for the library. This Friday will be low vision day at the library with a technology petting zoo for low-vision technology. Dick asked what time it will be, and Natalie said it's 10-12, but it will not have formal talks, it will just be drop in and look at the booths. Dick asked if she was in touch with the Senior Center about the event, and Natalie said yes. There's an organization called FFAST that helps pay for assistive devices, and they will be at the event. They have a new traveling exhibit in the National Library of Medicine called "Fire and Freedom" in their front hallway. It will be a six-panel exhibit about George Washington's kitchen and the connection between food and energy. It is a brand new exhibit, and they are one of the first libraries to show it. The library will be having some National Novel Writing Month write-in events. She explained that November is National Novel Writing Month, and that the idea is to compete against yourself to write 50,000 words in a month. She said she met the goal last year, but has been very busy this year, so she's happy to participate by hosting events for it in the library.

FCPL: Sharon asked if Sondra had an Eastpoint report. Sondra said the Library Advisory Board sent a report about their meeting after Anne resigned. They have had six applicants. All have been interviewed, and they have a top candidate. Dick asked how they advertised the job, and Sondra said Florida Library Jobs online and the local newspaper. If things work out, the Library Advisory board will give their recommendation to the County Commission during their December meeting. Michael Moron, the County Administrator, is the acting director for the library until a new director is hired. There is also another full-time position open at the Eastpoint branch. There were no internal applicants, so the position will now be externally advertised. The Library Board is hoping a new director will be chosen before the new assistant position is filled so the director can help select someone. Sondra said there has been a real focus on finding a new director who could focus on the library system as a whole. She said they have had to cut hours at Eastpoint for now because there is only one person working. Tonia sent Sharon with a report for the Carrabelle branch. Library Assistant Audrey Strange got permission from the county to hand out candy to trick-or-treaters at the Library on Halloween night. Approximately fifty children and their families showed up, with a total of nearly 200 individuals. Tonia said they got such a positive response, that they are now planning a Halloween event at the Library for next year. Yoga is now almost every afternoon of the week because of popularity. They have set-up audio book listening stations in the children's room. There is a family that comes in daily to listen to a book together. Sharon said that circulation of easy books has improved now that the kids have their own library, and they have an intern that keeps the books in the kid's room in order. They have gotten a new volunteer at the library who is now working about every other day and has been a major help to the staff. Pat asked if Sharon had shared why her volunteering was reduced. Sharon said she is now working at Camp Gordon Johnson World War Two Museum, but she still volunteers at the Library every Friday.

Sharon asked if anyone else had anything they wanted to add. Dick moved to adjourn the meeting Marilyn seconded, and the motion carried.

The meeting adjourned at 2:19 PM.

The next meeting will be held in Wakulla County at the Wakulla County Public Library at 1:30 PM on Monday, February 13, 2017.