

Wilderness Coast Public Libraries
Serving Franklin, Jefferson, & Wakulla Counties
Governing Board Meeting Minutes
Monday, October 10, 2017, 1:30 PM
Community Room of the Wakulla County Public Library
4330 Crawfordville Hwy, Crawfordville, FL 32327

Board Members Present: Sharon Rider, Marilyn Lewis, Sondra Taylor-Furbee, Chuck Hess

Board Members Absent: Richard Bailar and Nancy Wideman

Others Present: Pat Gilleland, Natalie Binder, Robyn Drummond, Lisa Lance

Vice Chair Marilyn Lewis called the meeting to order at 1:33 PM in the absence of the Chair.

Changes to the Agenda: Marilyn asked if there were any changes to the agenda. There were none.

Minutes: Marilyn asked if there were any additions or corrections, and being none, the minutes were approved.

Administrative Report:

Pat made a few comments about the Financial Report. WILD has paid out 81% of our FY 16-17 expenses as of September 30. There are always a few outstanding bills at the end of the fiscal year; these will be paid by our accountant in early October to finish out the fiscal year. Not filling the vacant Administrative Assistant position has helped keep ever-rising FICA, FRS, and CHP expenses under control. The Administrative Office did not need to purchase much new equipment this year, so the equipment costs continued to be below normal.. The \$1,765 E-rate refund from the Federal government was helpful in keeping telecommunication costs down despite rising rates. WILD will finish this fiscal year in the black and will still have a healthy fund balance left over from previous years.

Pat was busy attending budget meetings in addition to the usual meetings in August and September. Tax collections are up in all three counties and budgets are increasing. She also attended the Association of Rural and Small Libraries Conference in September (along with Robyn Drummond and Linda Oaks from Wakulla), and various programs at the Libraries. Hurricane Irma caused widespread power outages throughout the area, including at the WILD Office, which was closed for several days. Pat and Jonathan were thankfully able to telecommute and keep in touch with everyone by telephone.

Jonathan and Pat assisted the other library directors with completing the part of the State Aid Application which was due on October 1. WILD and all three libraries successfully filed their applications before the deadline. The State Library is no longer giving out estimates of the amount of State Aid each County will receive; instead, they have instructed the Counties to use last year's appropriation as an estimate for what they will receive from the State this year.

Pat reported that usage of our Chilton's Auto Repair database has finally taken off, and our Mango language database continues to rise in popularity.

Sharon asked whether WILD was interested in joining the Carrabelle Chamber of Commerce. Pat replied that she didn't realize Carrabelle had a separate Chamber but thought that WILD should join. Sharon will send Pat information about joining.

New Business

Annual Plan of Service and Budget

Every year at this time the Board is required by the State to approve two items; the Cooperative's Annual Plan of Service, which outlines the activities that the libraries in the Cooperative will pursue during the upcoming year, and the Combined Budget. This year's plan builds on previous plans, and in addition the County Libraries have requested that the Board approve purchasing Little Free Libraries for each county. Pat distributed some information about Little Free Libraries and Robyn and Natalie talked about why they were interested in pursuing the project. The County Libraries also requested that the Board increase the budget allotted toward purchasing e-books for the Overdrive collection. This year's budget will be essentially the same as last year's, but with a reduction in personnel costs (as a result of not filling the vacant Administrative Assistant position), an increase in equipment in order to purchase the Little Free Libraries, and an increase in books and materials in order to purchase additional items for the e-book collection. Sondra made a motion to approve, and the motion passed.

Library Updates:

Franklin

Lisa reported that FCPL had made \$2700 from their very successful Puttmasters Tournament Fundraiser. Students are signing up for the next year's Music as a Second Language Program, and they are adding ukulele lessons this year. They will be offering educational programs in conjunction with Headstart, as well as STEAM and MakerSpace programs. They had a treasure hunt for Talk Like a Pirate Day. They will be partnering with the Apalachicola Municipal Library and the School District to continue to offer the popular Byte for a Book Program.

Jefferson

Natalie reported that it has been a busy fall at JCPL. The County power grid went down as a result of Hurricane Irma, and the Library lost power for most of a week. The Library served as a hurricane shelter for the staff and a few other families, then as a Red Cross water/snack distribution center for the community for several days afterward. JCPL is beginning the second year of their Family Literacy Grant. They hosted a series of well-attended ABC123 Family Night sessions this fall on science-related topics. The Library continues to host teacher training workshops and to serve as the point institution for improving preschool literacy in Jefferson County. Everyone is excited to have Courtney Nicolou back as Children's Librarian. They have several Halloween-related activities planned, as well as holiday events in December.

Wakulla

Robyn said they moved into their new Children's Room at the end of September, and the new space has been very popular. Attendance at Story Time has doubled during recent months. They have had a very successful outreach program providing structured educational-themed story time programs in the County parks. They are looking forward to the Third Annual Trick or Treat Storywalk in Azalea Park. They are planning several holiday-related events, including STEAM-team Thanksgiving Olympics, Storytime with Santa, and a Polar Express party. The popular group Animal Tales will be returning to WCPL in December as well. Staff member Tristan Mor is recovering from a shoulder injury and they are looking forward to her return.

Marilyn adjourned the meeting at 2:23 p.m..

The next meeting will be held in Wakulla County at the Wakulla County Public Library at 1:30 PM on Monday, December 11, 2017.