

TAMPA-HILLSBOROUGH COUNTY LIBRARY BOARD
LUTZ PUBLIC LIBRARY
MARCH 22, 2007

Board Members Present: Chair, Jim Johnson, James Martin, Bob Argus, Kay O'Rourke, Laura Vickers, William Scheuerle, James Harkins, and Patrick DeMarco. **Excused:** Alma Hires, Dora Reeder, and Margaret Fisher

Staff Present: Joe Stines, Director of Library Services; David Wullschleger, Manager, Operations; Jackie Zebos, Manager, Administrative and Reference Services; Suzy George, Manager, Capital Projects; Lisa Wagner, Coordinator, Administrative Services and Grants; Barbara Marquette, Administrative Specialist; and Assistant County Attorney Alicia Gonzalez.

Mr. Johnson called the meeting to order at 4:00 p.m. A quorum was present.

Approval of the Library Board Minutes of February 22, 2007. Mr. Harkins moved that the minutes be approved as corrected. Mr. Martin seconded. The motion passed unanimously.

Comments from the Public: Maureen Gauzza, Friends of the Upper Tampa Bay Library, thanked the Board for including an additional five thousand square feet to their library expansion as input to the FY08-11 unfunded CIP.

Committee Reports

Budget Committee: Chair, Bill Scheuerle stated the Committee did not have a quorum. They did review the monthly budget and discussed the 3% Efficiencies Summary. Mr. Stines stated that the efficiencies have been turned in and that changes can be made until the Department Budget Presentation on April 12 at 8:00 a.m.

Planning Committee: Chair, James Martin stated that a meeting was not held since a quorum was not present. Real Estate Director, Mike Kelly and Architectural Services Manager, Swati Bose were invited to address the Library Board regarding capital projects. Mr. Stines stated that Mike, Swati, and he had met with Kathy Valdez of the school system who verified that they would take over the building of the Sulphur Springs project and that it would be completed on time. (June 08)

Mr. Kelly and Ms. Bose discussed the Capital Projects schedule and the processes involved in starting the construction of new facilities.

Mr. Stines thanked Mr. Kelly for the efforts of Ron Kelly and the installation of the emergency exit door at the Seminole Heights Library. Ms. Bose recommended that Library Services create a requisition for land acquisition now for the future Seminole and Carrollwood projects. The recommendation will be brought to the Planning Committee.

Mr. Johnson read a letter from S. W. Long and Associates requesting a new library building in Central Tampa to replace the Seminole branch. **Ms. Vickers made the motion that a reply be drafted to Ms. Long explaining the Library Board's plans for Seminole Library. Dr. Scheuerle seconded. The motion passed unanimously.**

Policy and Bylaws Committee: Chair, Laura Vickers stated the Committee continued its review of the Bylaws especially the definition of absenteeism. The Committee expects to have a revised document available for the April Board meeting.

The Committee also reviewed revisions to Policies LS 1105 Library Materials Displays, LS 1106 Library Display Case Exhibits, LS 1107 Display and Distribution of Library Promotional Materials and LS535 Seasonal and Holiday Displays. Completed policies will be distributed.

The Committee has received a request for the renaming of the West Gate Regional Library to the Town 'N Country Regional Library from Gene Ann Kennedy, President of the Friends. **The Committee recommends approval and that the request be sent to the Board of County Commissioners as soon as possible. Mr. Harkins so moved. Mr. Martin seconded.**

Ms. Vickers stated that verbal documentation has been obtained from the Town 'N Country Alliance, Chamber of Commerce, Development Committee for the Town 'N Country Plan, and the Friends of the Library. Dr. Scheuerle requested written documentation. **It was the consensus of the Board that the motion be tabled so the Committee could provide written documentation at the April meeting.**

Dr. Scheuerle made the recommendation to the Committee that they consider defining excused absences. Ms. Vickers stated that the Committee has been discussing this.

Book Buying Ad Hoc Committee: Mr. Johnson reported that the Board of County Commissioners voted 6-0 to accept the Library Board's recommendations.

Unfinished Business

Mr. Johnson stated that Michelle Schofner has resigned from the Library Board. Mr. Stines stated that he received a voice mail, after he sent to Ms. Schofner a letter in accordance with the Library Board's bylaws. Ms. Schofner declared that work and children made it difficult for her to meet her Library Board obligations. A notice has been sent to the Board of County Commissioners for a replacement.

Mr. Harkins stated that Hillsborough Community College is interested in using the art studio at SouthShore Regional Library to teach art and the University of South Florida would like to use the meeting rooms for their Senior Lifelong Learning program.

New Business

Mr. Johnson introduced Patrick DeMarco the new District 4 member.

Director's Report

Mr. Stines stated the Alpha Kappa Alpha (AKA) Sorority will be celebrating their 100th Anniversary and have a traveling exhibit that will be on display in the gallery at the John F. Germany Public Library starting July 27, 2007. Programming will also be provided by Library Services.

Library Services will also be hosting "The Delta Authors Tour" program presented by the Delta Sigma Theta Sorority on March 31.

Mr. Stines updated the Board on past requests for information.

1. Ms. Gillon and Ms. Challener are reviewing the policy regarding the payment for showing movies to audiences. A report will be presented to the Board.
2. All new books are purchased with RFID tagging. If they are not available tagged, library cataloging staff affix the RFID tag when the books are received.
3. Mr. Stines and Mr. Wullschleger are still waiting for confirmation that the City of Tampa MIS Department will be moving by the end of September 2007.
4. The Real Estate Department has been asked to locate rental property for the Seminole Library and vacant land for future construction.

On May 24 the Talking Books Library will be participating in a national program honoring all Talking Book Library users who have reached the age of 100. Mr. Stines recommended that the May Library Board meeting location be moved to the Jan Platt Library this would allow the Library Board members to attend the program. The June Library Board meeting will be held at the SouthShore Regional Library.

Mr. Johnson announced that Assistant County Attorney, Alicia Gonzalez has accepted a management position at the Sheriff's Office. He stated, "She has done a phenomenal job in the short time that she has been working with the Library Board and the Board thanks her and wishes her well in her new endeavors."

Mr. Stines stated that a certificate has been requested from the Board of County Commissioners for Ms. Schofner and Ms. Cameron who has been on the Library Board since 1979. He is also going to ask the Friends of the Library to purchase a clock to honor Ms. Cameron for her years of service to the Library Board.

The meeting was adjourned at 6:15 p.m.

Meeting Dates:

Budget - Tuesday, April 24, 2007 - 2:00 p.m. at the John F. Germany Public Library

Planning –Tuesday, April 24, 2007 – 3:00 p.m. at the John F. Germany Public Library

Policy & Bylaws - Thursday, April 26, 2007 – 3:00 p.m. at the John F. Germany Public Library

Library Board – Thursday, April 26, 2007 - 4:00 p.m. at the John F. Germany Public Library