

TAMPA-HILLSBOROUGH COUNTY LIBRARY BOARD
JOHN F. GERMANY PUBLIC LIBRARY
JULY 26, 2007

Board Members Present: Chair, Jim Johnson, James Martin, Bob Argus, Kay O'Rourke, William Scheuerle, Patrick DeMarco, and Alma Hires.

Excused: James Harkins, Dora Reeder, Laura Vickers and Margaret Fisher

Staff Present: Joe Stines, Director of Library Services; Marcee Challener, Manager, Materials and Circulation Services; David Wullschleger, Manager, Operations; Suzy George, Manager, Capital Projects; Andrew Breidenbaugh, Chief Librarian, John F. Germany; Lisa Wagner, Coordinator, Administrative Services and Grants; Barbara Marquette, Administrative Specialist; and Deborah Blews, Assistant County Attorney.

Special Guest: Vickie Sasher, Tampa Tribune

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

Approval of the Library Board Minutes of June 28, 2007. Mr. Argus moved that the minutes be approved. Dr. Hires seconded. The motion passed unanimously.

Comments from the Public: None

Mr. Johnson assumed the gavel.

Committee Reports

Budget Committee: Chair, Bill Scheuerle stated that the Committee reviewed the budget. There will be a change to the report under Line Item 049 Administrative Costs a sub category of other will be added.

Budget updates from Joe Stines and David Wullschleger were given to the Committee and it was decided to look at the six previously funded libraries. A recommendation was made to the Planning Committee to prioritize some of them. Questions regarding how much has been spent on North Tampa and Seffner Mango and the status of Sulphur Springs were discussed. Mr. Stines stated that Mr. Wullschleger has those figures ready and distributed them to the Library Board. The next Budget meeting was scheduled for August 23 at 1:30 p.m. at the Thonotosassa Public Library.

Mr. Stines stated that everyone should have received a copy of the FY08 & FY09 Hillsborough County Recommended Budget Library Services Highlights.

Library Taxing District millage is reduced from .6923 to .6083, a 12.13% reduction for FY08. TRIM notices will be set using this millage.

All Efficiencies were accepted by the County Administrator and included in the Recommended Budget. They are:

Materials vendor consolidation

Maintaining current Seffner/Mango operating schedule
Migrating from frame relay internet technology to Brighthouse
Staffing cost reductions at new Town 'N Country
Switching from Synetics to Content Café
Revamp of security services reducing contracted guard services by 62%, installation of silent alarms at all libraries, and new safety training for staff.
Reduction of telephone lines and cell phones.
Material Management efficiency which eliminates 92 Page positions replacing them with fifteen permanent positions, opening all libraries one hour later at 10:00a.m. Monday through Saturday. Sunday hours remain unchanged.

Six library construction projects are suspended and will be reconsidered after the January 2008 referendum. They are:

- North Tampa
- Seffner Mango
- Saunders
- Sulphur Springs
- Turkey Creek
- University Area

Mr. Stines stated that at the Budget Workshop held today based on the BOCC flagging the item County Administrator, Pat Bean recommended to begin the construction on North Tampa and Seffner Mango since they are one and two on the Library Board's list. Ms. Bean made the recommendation based on the fact that these projects have been on the list for some time and they both have land and design and development work has been completed. Architectural Services is planning to issue one contract to build both projects. Other advantages are there is already a collection available and basic staff are in place. Ms. Bean is recommending 1.5 FTE positions for each of these libraries.

The temporary Town 'N Country library is being proposed as a temporary location for North Tampa. Extending the lease will save tax payers money. This will be presented to the BOCC at their Budget Reconciliation meeting on Tuesday, July 31. **Mr. Argus made the motion that the Library Board support the County Administrator's recommendation. Dr. Scheuerle seconded. Motion passed unanimously.**

Dr. Scheuerle made the motion to recommend to the County Administrator that the Sulphur Springs Partnership Library would be the Library Board's third choice. Mr. Argus seconded. The motion passed unanimously.

Mr. Stines continued with the update. Funding has been added for the Imagination Library Early Literacy program upgrading two staff positions. This was a Desired Service Level Decision Unit.

Funding has been added for seven new staff positions at the new Town 'N Country Regional Library. This was a New Mandate Decision Unit.

Funding is added for fifteen permanent positions in place of ninety-two temporary part-time positions eliminated in the Materials Management Efficiency (part-time pages).

Riverview Parking lot expansion funding is maintained and will be completed as scheduled.

Funding is added for the John F. Germany Library east building re-roofing/Seal/Caulk project which includes 4th floor roof drains, ceiling and lighting replacement. This is Number One on the Library Board's Unfunded List.

University Area Partnership Library budget is increased by \$2,000,000 in CIT III funds for land acquisition.

Planning Committee: Vice-Chair, Bob Argus stated that a quorum was not present and that most of the meeting was spent discussing the prioritization of the libraries. It was the consensus of the committee that their top three would be Seffner/Mango, North Tampa and Sulphur Springs, not necessarily in that order. A tentative meeting is scheduled for 1:00 p.m. on August 23 at the Thonotosassa Public Library.

Policy and Bylaws Committee: Vice-Chair, Alma Hires stated the committee reviewed three policies for Library Board approval. Since a quorum was not present these recommendations are based on the consensus of the members present.

Mr. Argus made the motion to adopt Policy LS 306 Access to Electronic Resources. Mr. Martin seconded. The motion passed unanimously.

Dr. Scheuerle made the motion to adopt Policy LS 308 Time Management Software on Internet Computers. Mr. Martin seconded. The motion passed unanimously.

Mr. Martin made the motion to adopt Policy LS 1304 Wireless Internet Access. Mr. Argus seconded. The motion passed unanimously.

Nominating Committee: Dr. Scheuerle presented the slate of officers as follows:

- Chair – James Martin
- Vice-Chair – Bob Argus
- Secretary – Laura Vickers

Mr. Johnson asked for nominations from the floor. There were none. **Dr. Hires made the motion to approve the slate of officers as presented by the Nominating Committee. Mr. DeMarco seconded. The motion passed unanimously.**

Unfinished Business –The suggestion was made that Mr. Johnson attend the BOCC's Reconciliation meeting on Tuesday, since he had already participated in past discussions. **Mr. Argus made the motion to have Mr. Johnson attend. Mr. Martin seconded. The motion passed unanimously.**

New Business - None

Director's Report - Mr. Stines updated the Library Board on the current library refurbishments/maintenance projects. College Hill is being re-carpeted and the service desk will be remodeled. The library is currently closed and will reopen on September 1.

Town 'N Country will have a new entrance to the complex and signs and posters will be distributed.

Mr. Stines discussed cell phone towers with Real Estate Director, Mike Kelly, who stated that there are only three to four vendors who are dealing with cell towers. Mr. Kelly is willing to look at specific sites and will contact Mr. Argus if necessary.

It is possible for the Upper Tampa Bay Regional Library to hook up to reclaimed water however, it would cost approximately eight to ten thousand dollars. Mr. Stines will bring information to the Budget Committee with details and the timeline needed.

Mr. Johnson thanked the Board for their support during the last two years and looks forward to being a continuing Board member.

Dr. Scheuerle recommended that a proclamation be made to thank Mr. Johnson for a very fine job as Chair.

The meeting was adjourned at 5:16 p.m.

Meeting Dates:

Budget -Thursday, August 23, 2007 – 1:30 p.m. at the Thonotosassa Public Library

**Planning – Thursday, August 23, 2007 – 1:00 p.m. at the Thonotosassa Public Library
Tentative**

Policy & Bylaws - Thursday, August 23, 2007 – 2:30 p.m. at the Thonotosassa Public Library

Library Board – Thursday, August 23, 2007 - 4:00 p.m. at the Thonotosassa Public Library