

**NORTH BREVARD PUBLIC LIBRARY
ADVISORY BOARD MEETING MINUTES
October 12, 2023**

Members Present

Constantine Daniel, District 1 - Chair
Michelle Canha, District 2
Pete Poole, District 1
Loretta Wilson, District 2
Maxine Ziemann, District 1
Andrew Rothstein

Others Present

Wendi Jo Bost, Library Services Director
Mary Penna, Port St. John Library Director
Phyllis Stover, Administrative Secretary

Call to Order

The meeting was called to order at 10:02 a.m. by Mr. Constantine.

Approval of Minutes

A motion was made by Mr. Poole, seconded by Ms. Wilson, to approve the minutes as written for the May 11, 2023 Board Meeting. ***Motion unanimously carried.***

Approval to Retain Officers

A motion was made by Mr. Rothstein for board officers to serve for two years instead of one, seconded by Mr. Poole. ***Motion unanimously carried.***

Correspondence

None.

Library Services Director's Report

The Summer Reading Program was a huge success. Over 1,200 people attended the kick-off and over 600 people came to the finale. Thanks to the Cocoa Rotary and the Eau Gallie Rotary, there were some big prizes given away. One young patron worked very hard reading to win the Amazon Fire; his excitement at winning was heartwarming! There were over 700 programs for adults and children this summer.

Ms. Bost is enjoying quarterly meet-and-greets with new staff via Teams which allows her to meet with part-time employees whose schedules would not allow them to meet. Several have already suggested good ideas.

We are working on tagging collections for our new app and security system which will allow people to check out from their phones. Staff will always be available to help.

The County approved our request for State Aid for Library Grant funding.

Pat Mister is our new staff Human Resource Specialist.

Code of Conduct posters have been hung in Youth departments, as well as other areas, in all libraries.

Social media is taking off with photos and short videos being the way to go. We have posted information about the upcoming solar eclipse and given away all viewing glasses.

We have work going on at Cocoa to replace the fire suppression system and upgrade the two elevators by December 30th to comply with new laws.

We have finished putting in new lights and ceiling tiles in the big meeting room at Cocoa and we are slowly getting in new flooring. Conversation ensued about the ceiling tiles that fell into the gift shop.

The construction company is scheduled to begin the put-back on October 16.

Ms. Bost graduated from the Executive Leadership Institute of Brevard County. We are applying for a grant that would give us the ability to have drones and a drone obstacle course to teach children how to program and fly drones.

Libraries are encouraged to do safety walk-throughs with law enforcement.

The new Franklin DeGroot Business Center opened August 19th thanks to a grant from NEFLIN-VR resources.

In spite of the terrible weather, Library Con was held on October 1st and was attended by over 1,600 people. We need a bigger venue next year.

We are working on a website page for the mobile library.

Staff has been doing a phenomenal job. Shelley Macon was just promoted to Director at the Cocoa Beach Library and also oversees Cape Canaveral Library. Tina Chavant was promoted to Head Librarian at Cape Canaveral and Madeline Elam was brought to Cape Canaveral as head of reference. Our Accounting Specialist position has morphed into a special projects coordinator who will focus on our buildings and work orders, as well as having the ability to bid on smaller projects, such as pressure washing, rather than going through Facilities.

The budget passed. One of the best things for us to do now is maintain our facilities. All staff got a 5% pay increase.

Unfinished Business

None

New Business

The meeting calendar for 2024 was discussed. Ms. Wilson made a motion to approve the 2024 meeting dates for: January 18, April 11, and August 8. Motion seconded by Mr. Poole. ***Motion unanimously carried.***

The Eleventh Annual Assistive Technology Fair is October 25th at Central Library. The Mayor of Cocoa will present an award to our oldest talking book patron who is 102 years old.

Comments by Public

None

Comments by County Library Board Members

Mr. Rothstein inquired about whether the minutes could be sent out shortly after the meeting for the Board to review rather than receive them before the meeting months later. After discussion, it was decided that the minutes would be sent out for board review two weeks after the meeting.

Mr. Rothstein also inquired about statistics in relation to the goal of increasing patron usage of the library. That statistic is not currently available.

Discussion ensued about where the Code of Conduct is posted in the library and how it pertains to adults in the youth department.

Mr. Poole inquired about a time frame for when the app on the phone will be available. The technical name of the app will be TLC-Go. The development, design, and testing phases are in process.

Mr. Poole asked about security guards at libraries. Security guards are currently at Titusville, Cocoa and Melbourne libraries.

Ms. Bost mentioned a controversial and inaccurate newspaper article about a painting in the library.

Mr. Poole visited the New Smyrna Beach Library and a library in Orlando with a focus on how they handle objectionable material.

Ms. Canha reported how much fun her little ones had at the summer reading kick-off.

Ms. Wilson mentioned an annual luncheon and book give-away Catherine Schweinsberg-Rood held for children. It was more than likely funded by the Library Foundation which no longer exists, however, Ms. Bost liked the idea of a luncheon.

Adjournment

A motion to adjourn the meeting was made by Ms. Wilson, seconded by Mr. Poole. ***Motion unanimously carried.*** The meeting was adjourned at 11:12 a.m.

Recorded by Phyllis Stover

Approved April 11, 2024