

**BREVARD COUNTY LIBRARY SYSTEM**  
**BOARD MEETING MINUTES**  
**February 20, 2025**

**MEMBERS PRESENT**

Constantine Daniel, District I - Absent  
Don Lusk, District II  
Winifred Paauw, District III  
Dr. Rochelle Kenyon, District IV  
Mark Broms, District V – Chair

**OTHERS PRESENT**

Wendi Jo Bost, Library Services Director  
Mary Lena Penna, Catherine Schweinsberg Central Library Director  
Laura Eastman-Hawthorne, Librarian II/Supervisor of River House  
Sara Bell, Head Librarian at Catherine Schweinsberg Central Library  
Michael Boonstra, Library Services Training Coordinator  
Ronald Bartcher, President of the Friends of the Library – Mims/Scottsmoor Library  
Karen DiNatale, Administrative Assistant

**Call to Order**

The meeting was called to order at 9:35 am by Chair, Mr. Broms.

**Approval of Minutes**

A motion was made by Mr. Lusk, seconded by Ms. Paauw to approve the minutes of the November 21, 2024 Board Meeting. ***Motion unanimously carried.***

**Correspondence**

None.

**Library Services Director's Report**

Ms. Bost introduced Michael Boonstra to share some historical background on the River House. Mr. Boonstra explained that the house has lived many lives. Originally built in the 1800s by the Travis family—who also owned the well-known Travis Hardware store in Cocoa Village—this is actually the second house on this site. The first structure resembled the neighboring home, while the current house was constructed in 1925 from a kit ordered through a catalog. The Travis family owned the home until it was acquired by Florida Today during the construction of their building. It then became part of the Florida Today newspaper property. Eventually, Florida Today sold the house to Brevard County, which initially used it for administrative offices. Later, it was rented out to non-profit organizations, but over time, the house fell into disrepair. The County Manager later supported restoring the home for library use, and it is now actively being used for programming. Laura Eastman shared that River House has already hosted nine programs, with over 120 participants. Some of the offerings included a Silent Reading Club, Adult Fiber Arts, and Sensory Play Time. Future plans include a youth drum circle and a garden club for both adults and children. Mr. Boonstra also noted that a grant from NEFLIN is helping purchase supplies and equipment for River House programming.

The library participated in two holiday parades: the Merritt Island Parade and the Rockledge Parade. At the Rockledge event, we featured our book cart drill team, complete with decorated carts and candy giveaways. It was a great opportunity to engage with the community. We were proud to place second in our division in both parades.

We had new flooring installed at Satellite Beach Library.

We submitted our State Aid application to the state in December. Last year, we received \$278,000 in funding.

Eight staff members participated in the two-and-a-half-day online Users Conference hosted by Tech Logic Corporation (TLC). TLC serves as our Integrated Library System, which enables patron registration as well as the check-in and check-out of materials

We have installed new carpeting in the meeting rooms at Central Library. In the next couple of years, we hope to replace all the carpeting throughout the library. However, funds were redirected to address an emergency work order for the replacement of the AC unit at the Port St. John branch. The AC unit, which dates back to 1989, required replacement at a cost of \$125,000.

Our Library of Things is expanding! We now offer Memory Kits, Ukuleles, Heart Monitors, and, most recently, Launch Pads. These Launch Pads are self-contained units, pre-loaded with content designed for kids, teens, and adults.

We experienced another flood in the IT department at Central Library. This required a significant project to address issues with the piping, at a cost of \$250,000.

I attend the Police Community Relations Council (PCRC) meetings in Melbourne along with the director of Eau Gallie, Dr. Martin Luther King Jr., and Melbourne Library. These meetings foster open communication and collaboration between the police department and the community.

I want to thank Space Coast Therapy Dogs for attending the Silent Book Club.

We are partnering with Circles of Care Mobile MAT, who will be visiting the Franklin DeGroodt and Eau Gallie Libraries. They provide substance use services to underserved populations in Brevard.

Since increasing our hours, we haven't yet seen a significant rise in attendance. However, 77,000 eBooks were checked out last month.

This week, we had an incident in the parking lot at Central Library. A man physically assaulted a woman following a verbal altercation, and then attempted to do the same to a second woman. 911 was called, and the police arrived, arresting and trespassing him from the property. This is just one example of the challenges our staff face. I plan to bring this up at the Budget meeting, as I believe we need increased security at our libraries. Eau Gallie, in particular, could benefit from additional security measures. With security becoming an increasingly important issue, we are also exploring the installation of security cameras. This is another reason we paused the flooring project at Central Library.

Mr. Broms requested that, at the next meeting, we take a moment to review the statistics in order to assess the trends—where we've been and where we're heading.

### **Personal Appearances**

None.

## **Unfinished Business**

None.

## **New Business**

LS-07/Reference Service. Mr. Lusk asked what does not fall under the educational, cultural, and recreational needs of the users, as the category seems all-encompassing. Ms. Bost responded that anything illegal, illicit, or related to personal questions would not fit in that category. Mr. Lusk then inquired about an example of time-consuming research. Mr. Boonstra and Ms. Bost explained that while they can guide users to the materials, they cannot spend a full day doing the research for them. Ms. Paauw made the motion to approve LS-07/Reference Service Policy, Dr. Kenyon seconded. ***Motion unanimously carried.***

LS-11/Bank Deposits. Mr. Lusk asked how much money is collected annually. Ms. Bost replied that it's around \$350,000 per year. Mr. Lusk then asked how we know if a library is complying with this policy. Ms. Bost explained that we receive a Record of Cash Receipts and can verify compliance by reviewing the deposits from the bank. Mr. Lusk made the motion to approve LS-11/Bank Deposit Procedure, Ms. Paauw seconded. ***Motion unanimously carried.***


## **Comments by Public/Friends**

Mr. Ronald Bartcher, President of the Mims/Scottsmoor Friends of the Library, provided background on their Friends Group. He explained that all members are volunteers and work closely with the library director to address the library's needs. He also expressed concern about the necessity of signing the Memorandum of Understanding.

## **Comments by County Library Board Members**

Mr. Brom mentioned that there is an event this coming weekend at the Melbourne Auditorium. Ms. Bost shared that we will be hosting Library Con there this year, as we outgrew our previous venue. Library Con will take place from 11:00 a.m. to 4:00 p.m. and is a free celebration of pop culture, comics, literacy, and technology.

Mr. Broms stated our next meeting will be held on May 15, 2025 at Mims/Scottsmoor Library at 9:30 am. Ms. Paauw made motion to adjourn and Mr. Daniels seconded. Meeting adjourned at 10:32 am.

  
Dr. Rochelle Kenyon, Secretary

Approved by the Library Advisory Board on **June 5, 2025**.