

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

Board Members Present: Chair, Jim Johnson, James Martin, Bob Argus, Laura Vickers, William Scheuerle, James Harkins, Patrick DeMarco, Alma Hires, and Dora Reeder.

Excused: Margaret Fisher and Kay O'Rourke.

Staff Present: Joe Stines, Director of Library Services; Marcee Challener, Manager; Materials and Circulation; Jackie Zebos, Manager, Administrative Services and Reference; Suzy George, Manager, Capital Projects; Barbara Marquette, Administrative Specialist; and Assistant County Attorney, Ricardo Cox.

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

Approval of the Library Board Minutes of March 22, 2007. Mr. DeMarco moved that the minutes be approved as corrected. Mr. Argus seconded. The motion passed unanimously.

Comments from the Public: None

Committee Reports

Budget Committee: Chair, Bill Scheuerle stated the Committee spent some time on the budget reports and that by the May report Line Item 054 will have funds transferred. Mr. Stines stated that the Clerk of the Circuit Court has redefined some sub-object codes. In the past all of Library Services materials both electronic and print were charged to one account. In the future electronic materials will be recorded in sub-object 5401.

BOCC Public Budget Hearings are scheduled for June 21 and July 26 and the final Budget Hearing will take place on September 20.

Dr. Scheuerle stated that the next budget committee meeting has been tentatively scheduled for Tuesday, May 22 at 2:00 p.m. at the John F. Germany Public Library. Barbara Marquette will call the committee members to schedule the meeting. If the May meeting is not called the next meeting is scheduled for July 9 at 2:00 p.m. at the John F. Germany Public Library.

Mr. Stines gave an overview of the status of the FY08-09 Budget. The County Administrator's budget is due to the BOCC on June 6. At this time it is unknown what effect the Legislature's decision will have on the Library Taxing District. Mr. Stines encouraged the Board to consider strategies for possible cutbacks.

Planning Committee: Chair, James Martin introduced Erthel Hill, Architectural Services who shared the department's plans for modifying the Upper Tampa Bay Regional Library sign. The Library Board requested that a connection to reclaimed water be explored at Upper Tampa Bay.

Mr. Martin asked for an update on ongoing projects. Mr. Stines stated that the Riverview parking lot is moving along with design concepts. North Tampa's design will be at 90% in a few weeks. Architectural Services is pursuing a concession contract for North Tampa and Seffner Mango which could provide a better price for these projects.

The addition to the original media center at Sulphur Springs should be completed by the School Board by June 2008. We are awaiting the interlocal from Hillsborough County School Board.

Library staff met with Seminole Heights citizens and met with four Homeowner/Neighborhood Association presidents and citizens. Staff briefed them on the addition of the emergency door. The citizens requested that Library Services contact the School Board for access to the parking lot for library staff. During this meeting boundaries were defined. It was suggested that any future site be within five to six blocks of the current location. They would also like to stay within walking distance of the two schools. The citizens identified a property for the Real Estate Department to pursue.

Mr. Stines stated that he was present during the CIP Budget review and that the Seminole Heights Library project will be considered by the County Administrator's Budget pending the Legislature's decision.

The Committee recommended to the Library Board that Library staff be directed to establish a summer program at the Sulphur Spring Elementary School. Mr. Harkins seconded. The motion passed unanimously.

Dr. Scheuerle asked whether any work is being done on the acquisition of public art for the new West Gate Regional Library and is a percentage of the budget being used for the purchase of public art. Mr. Stines stated that one percent of the total construction cost would be used for the purchase of public art and that Bill Iverson would be the contact person. Dr. Scheuerle suggested that Library staff be directed to begin the process.

Mr. Stines stated that a "request for artists" has been issued for SouthShore. Mr. Harkins asked Mr. Stines to have Mr. Iverson contact him.

Mr. Johnson read a letter from Mr. James Weaver stating his support for the expansion of the Seminole Heights Public Library.

Policy and Bylaws Committee: Chair, Laura Vickers distributed finalized copies of the Bylaws and four Policies for Board approval.

Ms. Vickers noted the changes in the Bylaws for the Library Board. **It was the recommendation of the Committee that the Bylaws be approved. Mr. Harkins seconded. Discussion followed. The motion passed eight to one.**

It was the recommendation of the Committee that Policy LS 535 Seasonal and Holiday Decorations be approved. Mr. Argus seconded. Discussion followed. The motion was amended to delete 3. A. 1c. 1 and 2. Mr. Argus seconded. The motion passed eight to one.

It was the recommendation of the Committee that Policy LS 1105 Library Materials Displays be approved. Dr. Hires seconded. Discussion followed. The motion passed unanimously.

It was the recommendation of the Committee that Policy LS 1106 Library Display Case Exhibits be approved. Mr. Martin seconded. The motion passed unanimously.

It was the recommendation of the Committee that Policy LS 1107 Distribution and Display of Library Promotional Publications be approved. Mr. Harkins seconded. The motion passed unanimously.

Ms. Vickers stated that the Committee would like to bring back the renaming of the Town 'N Country Regional Library. Support materials were previously distributed. Mr. Argus verified that the Upper Tampa Bay Chamber of Commerce was in support of the name change. **It was the recommendation of the Committee that the Library Board recommended the name change to the Board of County Commissioners at the next BOCC meeting. Mr. DeMarco seconded. The motion passed unanimously.**

Ms. Vickers stated that the Committee had received a Request to Serve Alcohol at a special event from the Gamma Theta Omega Chapter of Alpha Kappa Alpha Sorority. Mr. Stines stated that the BOCC has approved an agreement with the sorority for Library Services to host an exhibit celebrating their 100th Anniversary. The request is to serve wine at the exhibit opening. **The Committee is recommending approval contingent upon the Chapter meeting the requirements. Mr. Martin seconded. The motion passed unanimously.**

Unfinished Business

Mr. Harkins stated that the USF Learning in Retirement program would begin September 24 at the SouthShore Regional Library.

Mr. Johnson introduced Patrick DeMarco to the Board members and asked him to serve on the Budget and Planning Committees.

New Business – Mr. Johnson stated that Library Services had received the Planning Commission's Community Design Award of Merit for Upper Tampa Bay and Bloomingdale Regional Library. Both branches were nominated and won an award of merit. Another award is being made so that each branch may have one presented at Friends of the Library meeting.

Mr. Stines introduced Ricardo Cox, Assistant County Attorney. Mr. Harkins asked Mr. Cox to research the standard of a quorum according to Robert's Rules of Order.

Director's Report

Mr. Stines stated that the Clerk of the Circuit Court has been conducting an audit of Library Services. There are a number of policies and procedures that will be reviewed and may need Library Board approval. May 11 has been scheduled for Library staff to review the draft audit findings. The Library Director's written responses will accompany the final audit that will be sent to the BOCC.

The Friends of the Library President's Roundtable met April 23 and the annual Friends meeting was held April 24 both meetings were very positive. Mr. Stines is looking forward to the next two years being very gratifying. Judge John F. Germany has notified Friends President, Karen McClure that Library Services has received a \$10,000 grant from the Mary K. Houck Foundation for enhancement to the children's/youth area of this library.

Ms. Brenda Staton, Treasurer, Ada T. Payne Friends of the Library announced they will be hosting the 2nd Jazz in the Stacks on May 11 at 7:00 p.m. at the Saunders Library. The guest performer is Belinda Womack.

Mr. Johnson asked Mr. DeMarco whether he was interested in serving on the Policy and Bylaws Committee. Mr. DeMarco agreed to serve on all three committees.

The meeting was adjourned at 6:00 p.m.

Meeting Dates:

Tentative Budget Meeting - Tuesday, May 22, 2007 - 2:00 p.m. at the John F. Germany Public Library (Library staff will call the Board members if the meeting is necessary.)

Planning –Tuesday, May 22, 2007 – 3:00 p.m. at the John F. Germany Public Library

Policy & Bylaws - Thursday, May 24, 2007 – 3:00 p.m. at the Jan K. Platt Regional Public Library

Library Board – Thursday, May 24, 2007 - 4:00 p.m. at the Jan K. Platt Regional Public Library