

**TAMPA-HILLSBOROUGH COUNTY LIBRARY BOARD  
RIVERVIEW PUBLIC LIBRARY  
OCTOBER 25, 2007**

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

**Staff Present:** Joe Stines, Director of Library Services; Linda Gillon, Manager, Programming; Suzy George, Manager, Capital Projects; Jackie Zebos, Manager, Administrative Services and Grants; Barbara Marquette, Administrative Specialist; and Ricardo Cox, Assistant County Attorney.

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

**Approval of the Library Board Minutes of September 25, 2007. Mr. Argus moved that the minutes be approved as corrected. Mr. Harkins seconded. The motion passed unanimously.**

**Comments from the Public:** Ms. Johnnie Saunders, Ada T. Payne Friends of the Urban Libraries, introduced Dottie Saunders, a new member of the Friends. Ms. Saunders invited the Library Board to the Meet and Greet Session on November 10 at the Robert W. Saunders Public Library. Ms. Saunders stated that their goal was to keep the Library at the forefront of the Ybor City community.

### **Committee Reports**

**Budget Committee:** Vice-Chair, Bob Argus stated the Committee reviewed the financial statements and a final statement for FY07 should be in the next mailing. There was discussion of the major changes between the FY07 and FY08 budgets. Eric Johnson, Director of Management & Budget will attend the November meeting to discuss the Committee's questions regarding administrative indirect costs.

Mr. Stines stated that the Budget Committee will begin working on redesigning and prioritizing the FY09 Decision Units making them more specified. To get started handouts on the book budget, which has always been a sensitive area, were discussed. The national standard has been that 15% of the operating budget should be spent on books and materials for the public. The Public Library Association stats were referenced in an attempt to reach a consensus on how far to cut the book budget should it be necessary. This discussion will continue at the November meeting. Mr. DeMarco stated that there was an informal decision by the Committee that they would like to stay toward the upper quartile as long as that stays higher than 15%.

**Planning Committee:** Chair, Bob Argus stated that the existing Capital Project Request List will be reprioritized along with the previously funded projects. Staff will provide statistics and update the Master Plan for this process. The December meeting has tentatively been scheduled to include a public forum to collect information from various sources in the community.

Last month a motion was made to respond to the Newland Communities request to make a presentation, expressing the Committee's general concerns and inviting them to speak to the Committee. Mr. Wullschleger has been in contact with Newland Communities. A letter is being

drafted for the Chairman which highlights the availability of current and future funding of new projects.

Mr. Argus requested that it be noted on the Circulation Statistics that the rise in circulation at Upper Tampa Bay is due in part to the closing and relocation of the WestGate Regional Library.

Policy and Bylaws Committee: Chair, Alma Hires stated the **Committee is recommending the naming of the John F. Germany Public Library boardroom in honor of Sandra R. Cameron. Mr. Argus seconded. The motion passed unanimously.**

Discussion was held on the draft meeting room policies. Copies will be distributed to the Library Board for discussion at the December meeting.

**Unfinished Business:** Copies of the letter to the County Administrator, Pat Bean regarding the Town 'n Country Regional Library groundbreaking and the letter to the Editor of the Tampa Tribune were distributed.

Mr. Martin announced that Mr. Jim Johnson has been appointed to the Policy & Bylaws Committee.

**New Business:** Mr. Stines discussed the Clerk of the Circuit Court audit and provided a timeline for completion of the audit findings.

**Director's Report:** On October 1, 2007, ninety-two Page positions were eliminated; fifteen Library Aide and/or part-time positions were substituted. All of the part-time positions have been filled and interviews are ongoing for full-time positions. All vacant part-time positions have been filled by the former Pages.

With the exception of Jimmie B. Keel Regional Library the shelving has been going very well. Keel has been a challenge because of the amount of materials being circulated. Ms. George has chaired the Staff Committee and continues to advise and review plans. Branch Managers and Department Heads report that the collections are in better shape as far as order and that it is easier for staff to fill holds.

There have been very few negative comments on Internet time limits. There have been a few comments on the locking of the book drops at 10:00 a.m. but after explanation citizens understand the reasoning.

Discussion of the consolidation of County Departments is ongoing. Each committee will then report to the County Administrator who will make the final decisions. The deadline is November 29<sup>th</sup>.

**Mr. Harkins made the motion that Mr. Stines send a letter exploring a partnership/affiliation between the Tampa History Center and the Library System with the SouthShore Regional Library as the southern anchor. Ms. Fisher seconded. The motion passed unanimously.**

The meeting was adjourned at 5:30 p.m.

Meeting Dates:

**Budget -Tuesday, November 20, 2007 – 1:30 p.m. at the John F. Germany Public Library**

**Planning - Tuesday, November 20, 2007 – 3:00 p.m. at the John F. Germany Public Library**

**Policy & Bylaws - Thursday, December 6, 2007 – 2:30 p.m. at the John F. Germany Public Library**

**Library Board – Thursday, December 6, 2007 - 4:00 p.m. at the John F. Germany Public Library**