

**Advisory Board Meeting Minutes**  
**Tuesday, July 13, 2010**  
**East Lake Community Library(ELCL)**

The minutes of board meetings are the official record of board meeting proceedings including the adoption of proposed policies, formal board actions and resolutions. Board meeting minutes are available after approval at the following meeting.

Board Members Present:

Dick Dibert, Paul Ferreri, Roger Johnson, Rob Moore, Ron Schultz, John Sykes, Susan Wolf, Patricia Perez, Library Director and Irv deToro, ELCL Foundation.

Meeting Called to Order: Rob Moore, Chairman. 6:04 p.m.

Daniel Rosato, 14 yr old, 8<sup>th</sup> grade, Palm Harbor Middle School, Eagle Scout candidate made a presentation to the group. He is proposing building an outdoor reading space using pavers and landscaping it with 10 varieties of native FL plant materials. Chairs, tables and benches will be built to furnish the space. He will raise the estimated \$1000.00 needed in funds for this project. It will be built outside the north exit of the library; this area is not affected by the building expansion project. Paul Ferreri made a motion to approve the project. It was seconded by John Sykes and the vote to approve was unanimous.

Motion made by Roger Johnson to accept the minutes of last month's meeting as posted. Seconded by Dick Dibert. Vote to accept was unanimous.

Next item on the agenda was to present June's and nine months year to date financial reports. There is an operating loss of \$1691.94. Budget to actual is still underspent, however, due to unfilled, needed staff positions and the possibility of having to replace the air conditioning system. Discussion followed comparing capital funds conversion, operating revenues and operating expenses, this year's budget and next year's budget. Paul Ferreri made a motion to accept the financial statements as reported. Ron Schultz

Patricia Perez gave the library director's report for the month of June.

1. Summer reading program started off with a bang; about 50 people

attended the Drum Circle kick off.

2. ELCL is busier than ever this summer. July 6<sup>th</sup> the door count was 522 patrons. Monthly average in June was 360 visits per day.
3. Staffing is still an issue just to be able to provide the five basic free services that FL public libraries are expected to do. Part-time Library Assistant II position has been filled.
4. Strategic plan is also completed, reviewed and posted.
5. Six Star Mechanical has been retained to maintain the air conditioning replacing the Trane people.
6. Building insurance replacement cost coverage amount was questioned. Ron Schultz will assist the director in determining the correct amount.

Paul Ferreri made a motion to accept the director's report; it was seconded by John Sykes.

Ron Schultz reported on the building expansion committee's progress. Pinellas County REM people have been very helpful. Building contract has been reduced to a smaller document reflecting the size of this project. Three contractors out of eight have responded positively to bidding on this project.

Susan Wolf attended the last Friends of ELCL meeting on June 30<sup>th</sup> as the Advisory Board liaison. The Kindle fund raising project is off and running. Carla Fraude-Raphan has proceeded with placing a book shelf at the Y to encourage book donations to ELCL. Suntrust Bank and both Publix in East Lake will be contacted via the corporate office to also be drop off sites for book donations. Book donations are considered for ELCL's collection, Book Nook sales, eBay or Amazon, and bulk sales. Other businesses in the East Lake corridor are being encouraged to donate \$100 as a community alliance partner to place their brochures in ELCL's Community Resource Center. Allstate and Wachovia have already donated; these funds are being dedicated to the building expansion fund.

Patricia Perez next presented a grid representing staffing needs and approved positions and job descriptions for ELCL which was requested at the June meeting. As previously reported, a half time Library Assistant II position has just been filled. Paul Ferreri made a motion to accept the Recommended Positions and Compensation Levels for ELCL staff dated July 2, 2010. It was seconded by Roger Johnson and vote to accept was unanimous. PHCSA will be informed.

Advisory Board composition was the next item on the agenda. Roger Johnson has a recommendation for a Board member. Rob Moore, Patricia Perez and Roger Johnson will schedule a time to interview this potential candidate. A student or a teacher from the East Lake community is still needed to be considered to serve on the Advisory Board. Perhaps someone from USF in the MLS program or someone from Palm Harbor University IB program is a possibility. Roger Johnson nominated John Sykes to assume the Treasurer position that Rob Moore held prior to becoming Chairman; Ron Schultz seconded the nomination. Paul Ferreri made a motion to amend the By-Laws to allow the Volunteer representative to the Advisory Board, Susan Wolf, to continue to serve once her two terms are up; it was seconded by Roger Johnson. Paul Ferreri nominated Ron Schultz to serve as Vice Chairman; it was seconded by Roger Johnson. Vote to accept the Advisory Board roster was unanimous.

County Commissioner Susan Latvala attended the Advisory Board meeting at about 7:00 p.m. after being in budget meetings all day with the other commissioners and Robert LaSala. She gave the present Advisory Board a history of ELCL from the initial funding of the present building by a line item from the FL state legislature to the lack of initial operating funds from the county to the formation of PPLC for handling unincorporated areas in Pinellas County with library services. Furthermore, the Pinellas County charter does not provide for county wide library services. This historical progression accounts for the anomalies ELCL continues to face with ever demanding increases in needs for services to its patrons and lack of equitable funding. The fact that FL lags behind the rest of the country in economic revival also compounds the County's finances along with the changes in our real estate market and taxation changes and caps.

The Advisory Board will hold a special meeting Tuesday, July 20, 2010 at 6:00 p.m. to formally address our budgetary and funding concerns and to formulate an approach to the County Commission whose next budget session is July 27<sup>th</sup>.

Paul Ferreri made the motion to adjourn the meeting at 7:55 p.m. Roger Johnson seconded the motion.

August meeting is on the 10th at 6:00 p.m.

Respectfully submitted, Susan Wolf, Secretary, ELCL Advisory Board