

**Advisory Board Meeting Minutes (REVISED)**  
**Tuesday, May 11, 2010**  
**East Lake CommunityLibrary(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, Roger Johnson, Rob Moore, Phyllis Remolador, Ron Schultz, John Sykes, Susan Wolf, Irv de Toro (Foundation) and Patricia Perez, Library Director

Meeting Called to Order: Phyllis Remolador. 6:00 p.m.

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

Next on the agenda was discussion about the current and year to day financial reports. Suntrust building fund has been established for \$151,775.00. PHCSA is looking to bid out common services such as janitorial used by the three entities ELCL, Parks and Rec and Palm Harbor Library to see if savings can be achieved. ELCL is currently 16% below what has been budgeted year to date. Roger Johnson moved to accept the financials, John Sykes seconded and vote to approve was unanimous.

The Director's report followed.

1. Presentation was made this day to Board of County Commissioners. ELCL is to experience a 3% budget yet this fiscal year and 12% budget cut next fiscal year. Parking lot will be repaired and repaved by the County due to the increased usage by the County recycling bins. ELCL also requested a library funding formula change from the County for 2012. A citizen petition requesting East Lake's share of the funds may be necessary.
2. Selected staff salaries are in need of reconfiguration given more specialized job responsibilities and achievement of advanced degrees amongst the group. Recommendations will be made to PHCSA reflecting movement to already existent written guidelines for

Librarian I and Library Assistant 4 job categories particularly. Specialized and concentrated job responsibilities enhance the patron's experience at ELCL especially in the technological area and also creates greater efficiency in providing much needed and demanded services. Library staff will be more available to assist patron's with their needs with this realignment. Circulation alone has doubled in the past 5 years.

3. There was a meeting with the Suntrust Bank Account Executive to study the account analysis fees incurred by ELCL. PHCSA has one Federal Tax ID # for all three entities—ELCL, Parks and Rec and Palm Harbor Library. A result of this meeting will save ELCL about \$55 in account fees every month.

Susan Wolf attended the last Friends of ELCL meeting as the liaison from the Advisory Board. She reported that the Friends invited a fund raising consultant to their meeting earlier this month. Much discussion was had about creating alliances in the East Lake/Palm Harbor community. Furthermore, tailoring and targeting specific fund raising efforts to groups within the community was highlighted. How will each group benefit from the library's Phase I expansion. The Friends listed some ideas for fund raising projects as well. A committee was formed to proceed with the Kindle fund raising project.

Monday, May 17th the building committee will meet with Pinellas County Real Estate Management (REM) team on the design phase of the Phase I project. REM will make the presentation on the results of their study. Building committee consists of PHCSA Ernie Smith, Donna Henry, Christine Stitzel, Jerry Griffin, Ron Schultz and Patricia Perez. There is a letter of agreement between REM and ELCL about the responsibilities and expectation of each party in this process.

Next, Richard Selig who is a concerned citizen, made a short presentation with a drawing to show how ELCL could expand as a one story building rather than as Phase II two story as is proposed once Pennies for Pinellas bricks and mortar funds become available sometime post 2015. His one story design would require cooperation between the Pinellas County School Board and Pinellas County to acquire about 170 feet deep into school encroachment property for ELCL. He presented his pros and cons of one story vs. two story structures.

Then Phyllis Remolador reported on the progress of the Long Range Strategic Planning Committee which is comprised of representatives from the Friends, Foundation and Advisory Board. Next meeting is May 26<sup>th</sup>. It is a 5 year plan beginning the next FY which is October, 2010/September 2011. Strategic plan research and input should be completed by the end of June.

Rob Moore suggested as a matter of New Business that a Facebook account for ELCL has been established. As a matter of strategy, there should be a link between the websites of the various alliances and entities relevant to ELCL such as CNCN, the education community and chambers of commerce.

Meeting closed at 7:20 p.m.

Next meeting is Tuesday, June 8, 2010 at 6:00 p.m.

Respectfully submitted, Susan Wolf, Secretary, ELCL Advisory Board