

TAMPA-HILLSBOROUGH COUNTY LIBRARY BOARD
WEST TAMPA PUBLIC LIBRARY
March 27, 2008

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

Staff Present: Joe Stines, Director of Library Services; Linda Gillon, Manager, Programming & User Services; Marcee Challener, Manager, Materials and Circulation Services; David Wullschleger, Manager, Operations; Lisa Wagner, Coordinator, Administrative Services and Grants; Aracelis Putnam, Administrative Specialist; Anne Ross, Chief Librarian; Susan Oliver, Chief Librarian; Brian Walton, Senior Librarian; and Ricardo Cox, Assistant County Attorney

The meeting was called to order at 4:10 p.m. A quorum was present.

Minutes from the February 28, 2008 Library Board meeting were reviewed. Mr. DeMarco requested that page two, paragraph two of the minutes be corrected to reflect he voted no concerning the motion to place Turkey Creek on the unfunded list. The minutes were then approved as amended.

Comments from the Public:

Howard Harris, representing the Ada T. Payne Friends of the Library, welcomed the Library Board to West Tampa Library and invited the Board members to attend an upcoming production, "Five Guys Named Moe," that is being presented as a fundraiser to benefit the Ada T. Payne Friends and their efforts to support the urban libraries.

Mary James expressed her appreciation to the Library Board for their continuous support of the Ada T. Payne Friends of the Library.

Maureen Gauzza, Friends of Upper Tampa Bay Library, appealed to Library Board to reconsider the ranking of unfunded projects list to include Upper Tampa Bay Library based on circulation figures and expansion needs.

Chair, James Martin, thanked the members of the Ada T. Payne Friends on behalf of the Library Board for their hospitality in providing refreshments for today's meeting.

Committee Reports

Budget Committee: Dr. Scheuerle went over the FY09 Decision Units that will be presented to the County Administrator as part of the FY09 Budget. The Budget Committee based its recommendation on guiding principles that were used for establishing budget priorities. Dr.

Scheuerle also presented the four recommended budget efficiencies requesting the Board's approval.

1) **Reduction in government document retention**—Approval of the efficiency would result in a total savings of \$29,822. **The Board voted to approve the efficiency as proposed.**

2) **Reorganization of book selection and technical operations**—Dr. Scheuerle clarified the last sentence contained in the last paragraph which reads, “This efficiency would result in the elimination of two Principal Librarian positions and the reclassification of one Librarian to a Library Technical Assistant.” The two positions referenced are presently vacant positions. This efficiency would result in a total savings of \$229,686. **The Board voted to approve the efficiency as proposed.**

3) **Centralized shipping of print materials**—Total anticipated savings if approved would be \$38,185. **The Board voted to approve the efficiency as proposed.**

4) **Reciprocal borrowing** efficiency proposal calls for withdrawal from a reciprocal borrowing agreement that provides for sharing of resources with adjoining counties. Before making its recommendation, the Budget Committee took into account an FY07 reciprocal borrowing report which indicated the ratio of books loaned to Pasco residents by Hillsborough County Libraries as compared to the number of items loaned to Hillsborough residents from Pasco County Libraries is a ratio 119.4 to 1. Libraries mainly affected by this are Lutz, New Tampa, and Austin Davis libraries. The Budget Committee also reviewed the 2001 agreement for reciprocal borrowing between Hillsborough County and the Tampa Bay Library Consortium. This efficiency does not include altering interlibrary loan. **The Board voted to approve the efficiency as proposed.**

The next meeting of the Budget Committee will take place May 27, 2008, 4:00 p.m. at John F. Germany Public Library.

Planning Committee

Mr. Argus informed the Board that, at the Planning Committee of March 24, 2008, Maureen Gauzza presented Mr. Argus with a letter and addendums concerning Upper Tampa Bay Library's ranking on the unfunded list. Ms. Gauzza, along with two other citizens appeared before the Planning Committee on March 24, 2008 to make the same request. Mr. Argus pointed out that the Committee had no quorum and therefore were unable to vote on any items. Typically when this happens, any action items are brought to the Library Board for consideration. Mr. Argus asked Joe to provide a status on the unfunded list. Joe explained the unfunded list had been due back in January. A draft CIP (Capital Improvement Projects) program is ready to be submitted to the County Administrator. At a recent County staff meeting, It was stressed that only the BOCC can move to un-fund a project such as Turkey Creek. Sulphur Springs, the University area project, Saunders, and Turkey Creek remain funded projects. **Mr. Argus brought forth a motion from the Committee that the Library Board issue a formal letter to the various Friends foundations requesting a status on their funds raised and their plans for any capital improvements. Dr. Scheuerle seconded the motion and it was approved by the Board.**

Mr. Argus further reported that construction of walkway between Booker T. Washington School and Saunders Library would cost approximately \$100,000 and the Library would be responsible for locating the funds. The School Board will absorb all development costs by utilizing their contractors. Joe explained the Library Board would need to direct Library staff to identify funding for the walkway from within its own budget. A budget amendment agenda item would also have to go before the Board of County Commissioners (BOCC) for approval to get this project worked out with the schools. **Mr. Argus made a motion that the Library fund the Saunders walkway project from within the library operating budget. Mr. Martin seconded the motion and it was unanimously approved.**

The Planning Committee received a report from the internal performance auditor regarding the request of Commissioner Sharpe for a study of green building options. The Planning Committee will be reviewing and taking it under advisement.

Mr. Argus informed the Board concerning Seminole Heights Library and the possibility of building a parking structure for the library. Among the unfunded list projects recommended to the BOCC was the purchase of land. If we go with a structured parking option, the library may be able to build a new Seminole Heights Library without having to acquire more land in the Seminole Heights area. Joe added that Swati Bose of the Real Estate Department has looked into this and feels that we may be able to build a two-level 20,000 sq. ft. replacement library (10,000 sq. ft. on each level). A parking deck can also be constructed through a long term agreement with the School Board to construct a parking deck on their property. This was discussed at a recent meeting with the school staff, and they seemed open to such an agreement. They are not able to sell any land but may be willing to enter into an agreement.

A status was received from Mike Kelly concerning the proposal from the developer of Waterset, the Newland community located east of Route 41. The developer is aware of the library's criteria for siting libraries and may be willing to offer a library site near a future park site that they may be required to dedicate as a condition of development. Mr. Argus will keep the Board informed as more information is received.

The next meeting of the Planning Committee is Tuesday, April 22, 2008, 9:30 a.m. at John F. Germany Library.

Policy & Bylaws Committee

The Policy & Bylaws Committee reviewed policies LS107 concerning hold requests and LS109 concerning loan periods and use limits. Dr. Hires reported that approval of LS107 was postponed until the next meeting. However, **the Policy & Bylaws Committee recommended approval of LS109, *Loan Periods and Use Limits*, which would limit holds within our system to 20 (10 can be DVD's) and was created to alleviate the problem of holds not being picked up. The Board voted in favor of approving the policy.**

Concerning the request to rename the Seminole Heights Library, the Committee is awaiting further information and research in order to determine a recommendation

The Policy & Bylaws Committee is in the process of an annual review of the Bylaws. Dr. Hires asked if any library board members have any items of concern please make them known by the next meeting when the bylaws will be discussed.

The next meeting of the Policy & Bylaws Committee will be April 24, 2008, 3:00 p.m. at John F. Germany Library.

Unfinished Business—Joe reminded the Board concerning the dedication ceremony for the Sandra Raulerson Cameron Boardroom at John F. Germany Library on April 22nd at 11:30 a.m.

New Business—Mrs. Vickers brought forward a request from a library patron for placement of a recycling container for used household batteries at Town & Country Library. The patron says he is willing to be personally responsible for maintaining the recycling container. Joe will direct library staff to look into it and bring a report back.

Mr. Harkins informed the Board of his meeting with Hillsborough Community College representatives, Board of trustees of the Tampa Bay Bay history center, among others, concerning the Hillsborough History Initiative at SouthShore Regional Library. The purpose is to “create a pilot program template to teach Hillsborough school children Hillsborough history.”

Director’s Report

The Friends Annual meeting will take place on Tuesday, April 15th at 6:30 p.m in the John F. Germany Auditorium. A new format has been planned for this year’s meeting to include an awards ceremony and musical program. Refreshments will be served. Invitations are on their way to all library board members.

Efforts to expand and promote the Imagination Library countywide are in high gear. Since October, 2007, the number of children registered has increased by 228%. Phone calls continue to come in and there has been much positive media coverage. The Library and its Imagination Library partners are grateful to groups such as the Rotary and others that have continued to raise funds for the program. The other challenge is to try and locate and register all those babies born after September 1, 2006.

Joe informed the Board concerning legislation underway in Tallahassee. There is a proposal in the Senate to cut State Aid another \$2 million which will drastically reduce the amount of our State Aid. A few years ago we were receiving \$2.1 to \$2.2 million per year. This past year we received \$1.5 million. If the Governor’s budget is approved, we will only get \$1 million. The proposed Senate action will make its reduction even greater. The House is scheduled to discuss their appropriation on March 30th. Also, Senate Bill 82 and House Bill 21 would close a loophole in the current State Aid bill that would save us about \$64,000. The child internet safety initiative is still being moved through the House and Senate. Florida Library Association (FLA) plans not to oppose the initiative as it encourages libraries to promote internet safety instead of imposing an unfunded mandate.

The meeting was adjourned at 5:16 p.m.

Upcoming Meeting Dates:

- Planning Committee, Tuesday, April 22, 2008, 9:30 a.m. @ John F. Germany
- Budget Committee, No Meeting in April, Next Meeting: 5/27/08 @ 4:00 p.m.
- Policy & Bylaws Committee—Thursday, April 24, 2008, 3:00 p.m. @ John F. Germany Library
- Library Board—Thursday, April 24, 2008, 4:00 p.m. @ John F. Germany Library