

Library Advisory Board Meeting

Date: September 26, 2011

Attendees:

Library Advisory Board Present:

Regina Bereswill, Chair

Jennifer Finch, Vice Chair

Ross Pagano, Treasurer

Pamela Neal

Beverly Myers

Library Advisory Board Not Present: Grace Chewning, George Distler

Seminole County Library Staff Present:

Christine Patten, Library Services Manager – Secretary

Denise Tate, Ginny Howerton, Beverly McCormick, Barbara McCullough

- I. Ms. Bereswill called the meeting to order at 7 PM with a quorum.
- II. Ms. Bereswill presented the previous meeting minutes from August 29, 2011 for approval. A motion was made by Jennifer Finch and seconded by Ross Pagano, and the minutes were approved by unanimous vote.
- III. As a continuation of previous business from August 29, 2011, Ms. Patten and the Board discussed the Library presenting a Customer Survey. The Library Advisory Board decided that the Fall 2011 Survey will be questions about the types of services the Library offers. The survey will be presented October 31 – Nov. 6, 2011, online and in print format in conjunction with the Florida Library Snapshot Day. The Board discussed the Spring 2012 Survey and decided that the survey would be a customer satisfaction survey. The Board voted to approve the Fall Survey as part of the Florida Library Snapshot Day.
- IV. Ms. Patten presented a demonstration of the Library's downloadable e-book and audio book webpage, which would be offered to the public starting October 3, 2011.
- V. The Library Advisory Board discussed the agenda approval process. Christine Patten will develop the agenda with the Chair, Regina Bereswill. Christine Patten will email the draft agenda to the Board members along with updates about the Library's activities. Members of the Board will be asked if they wish to add an item to the agenda. The Chair will determine if the item can be added to the meeting agenda or moved to another meeting.
- VI. The Library Advisory Board discussed replacement of George Distler who has not attended an Advisory Board Meeting since January 24, 2011. The Board requested the Christine Patten prepare a letter to the Commissioner and Mr. Distler to request the appointment of another Board member.

- VII. Christine Patten discussed a citizen comment about the elimination of the Interlibrary Loan Service. The Board decided to email their Commissioners in support of ending the Interlibrary Loan Service as the result of the decline in patron use of the service.

- VIII. As new business, Ms. Patten presented information about the Library's contract with the Unique Management Collection Agency. (Meeting minutes error corrected at the Advisory meeting October 24, 2011. Board members were unsure which members made the motion or seconded but recalled the vote.) The Library Advisory Board made a motion to recommend passing on the charge of the collection agency to patrons who are referred for outstanding debt. Motion was seconded and passed by unanimous vote.

- IX. The next Library Advisory Board Meeting will be held at 7 PM, October 24, 2011 at the Jean Rhein Central Branch, 215 N. Oxford Rd., Casselberry.

- X. (Meeting minutes error was corrected with the addition of item X that was omitted. The Library Advisory Board voted to approve a letter from the Library Advisory Board to the Board of County Commissioners in support of the library budget at the final hearing.

- XI. The meeting adjourned at 7:54 PM.