

Library Advisory Committee
Meeting Minutes
January 22, 2024

In attendance: Barbara Ferry, Donna Moore, Jean Perrin, Kathy Pippert, Peg DeLargy, and Sean Cavanagh

Unable to attend – Meghan Truchan, James Funk, Ross Stonefield, and youth volunteer Autumn Nachman.

City Staff Liaison – Phyllis Gorshe

CALL TO ORDER – Meeting called to order at 6:01 PM by Chair Peg DeLargy

1. INTRODUCTIONS

- a. **WELCOME OF NEW BOARD MEMBER** – Committee members in attendance introduced themselves to Barbara Ferry, the committee's newest Alternate Member.

2. PRESENTATIONS

- a. **DUNEDIN YOUTH VOLUNTEER REPORT** – Phyllis, who is currently managing the Youth Services department, presented on youth activities. Storytime has started back up. The Christmas party was a huge success. A Mardi Gras activity is being planned, and the summer theme is "Adventure begins at your library."
- b. **DUNEDIN FRIENDS OF THE LIBRARY** – Donna provided an update on their big 2024 book sale, which is scheduled for February 1st through 3rd. (The members' only sale and reception is Wednesday evening, January 31st.) This year's sale has the largest selection of children's books ever.

3. ADMINISTRATION

- a. **APPROVAL OF MINUTES** – Sean made a motion to accept the meeting minutes for November 20, 2023. Jean seconded. All in favor.

4. NEW BUSINESS

- a. **LIBRARY ADVISORY COMMITTEE CONTINUANCE AND YEAR-END REPORT** – The committee reviewed the report that Peg drafted. Sean made a motion to accept the report, and Jean seconded. All in favor.

b. LIBRARY DIRECTOR REPORT

- i. **STAFFING** – The library is advertising to fill the empty Director of Youth Services position. They have recently hired a full-time librarian and a part-time librarian. They are also looking to hire a librarian assistant.

ii. CAPITAL PROJECTS UPDATE

1. The bid for renovating the reading garden came back much higher than anticipated (over \$300,000). The plan was to address drainage issues and create a wall for more

memorial bricks. To reduce costs, Phyllis is working with the city to see if some of the work could be done in-house and if portions of the renovation can wait.

2. Bids are still being collected for replacing the roof and to patch two areas prone to leaks. Bids are also being collected for internal painting.
3. The quote received for playground replacement was \$154,000. The cost is being funded by the American Rescue Plan Act and money left to the library from a private estate.

iii. OTHER

1. Phyllis learned that a checkout of a museum pass is for a full week. Turning one in early does not make it available for someone else to check out in the same week.
2. Phyllis reported that Sue Burness, Dunedin's Director of Communications, will attend the February meeting to explain what city-wide communications opportunities are available for marketing the library.
3. The third-party software app that supports many libraries nationwide, including the Pinellas Public Library Cooperative (PPLC), has not worked for many weeks. While the app displays the bar code for your library card, you cannot access services. There is no estimated time for getting the app working again. However, you can access services via the PPLC website.

5. OLD BUSINESS

a. SURVEY COMMENTS

- i. The committee discussed the survey comments that Phyllis emailed to members earlier this month. Many responders praised the library for providing a comfortable, safe space for its patrons.
- ii. As follow-ups to some reoccurring comments, the committee suggested looking into:
 1. Determining if Pinellas Suncoast Transit Authority could provide routes that provided better access to the library.
 2. Scheduling more programming for youth and adults on evenings and Saturdays so that people who worked traditional hours could attend.
 3. Using the library newsletter to provide answers to other reoccurring questions, such as why religious and political groups are allowed by law outside of the library and how the prohibitive costs of online resources affect offerings.

b. STRATEGIC PLAN 2020-2023 REPORT CARD

- i. Phyllis distributed copies of the library's 2020-2023 strategic plan to which she had added the actions that were taken to achieve each

goal's objectives. While she doesn't expect the primary goals and objectives for the 2024-2027 strategic plan to change much, she does want to revisit some of them, especially those for staffing and programming.

c. BRANCH LIBRARY DISCUSSION

- i. Phyllis provided the committee with monthly circulation statistics for the Dunedin branch. While the branch reopened in July 2021, the door count is only around 300 people per month, significantly lower than pre-Covid. With the library's being short on staff, maintaining the branch is a resource strain. The committee should investigate the viability of keeping the branch open and whether the Dunedin Community Center has ideas of how they might like to use the space.

6. **NEXT MEETING** – Monday, February 26, 2024, at 6:00 PM.

7. **CITIZEN INPUT** – None.

8. **ADJOURN MEETING** – Sean made a motion to adjourn. Jean seconded. All in favor. Meeting adjourned at 7:04 PM.

Minutes submitted by KP on January 22, 2024.

Updated 2/27 – bid number updated – approved 2/26/24 at LAC meeting.