

Library Advisory Committee
Meeting Minutes
February 26, 2024

In attendance: Barbara Ferry, James Funk, Jean Perrin, Kathy Pippert, Meghan Truchan, Peg DeLargy, Ross Stonefield, Sean Cavanagh, and special guest Commissioner Moe Freany

Unable to attend – Donna Moore and youth volunteer Autumn Nachman.

City Staff Liaison – Phyllis Gorshe

CALL TO ORDER – Meeting called to order at 5:56 PM by Chair Peg DeLargy

1. ADMINISTRATION

- a. **APPROVAL OF MINUTES** – Sean made a motion to accept the meeting minutes for January 22, 2022, providing that the bid amount for renovating the reading garden in item 4.a.ii is corrected to \$300,000. Jean seconded. All in favor.

2. NEW BUSINESS

- a. **PRESENTATION, SUE BURNES, DIRECTOR OF COMMUNICATIONS**
– The new Dunedin city website (October 2023), weekly newsletters, and social media platforms are more specialized and responsive than yesteryear’s mass broadcasting techniques. The Communications department’s objective is to keep Dunedin residents informed and safe.
 - i. Sue’s team reviews website analytics from Google and Zencity weekly and provides them to the city manager monthly.
 - ii. The website’s City of Dunedin Community Engagement Platform provides a single location with links to all active projects, including strategic opportunities, improvement projects, and Parks and Recreation projects. Each linked page contains an overview, a timeline, and important dates. Barbara suggested to indicate that the city’s Community Engagement Platform has a link for information on the library’s playground project.
 - iii. Barbara suggested that Sue consider placing links on the city’s calendar page to other calendars, like those for the library and for the Parks and Recreation department.

3. PRESENTATIONS

- a. **DUNEDIN YOUTH VOLUNTEER REPORT** – Phyllis, who is currently managing the Youth Services department, said that last week’s story time was jammed and that planning for the youth summer program is well underway. The summer theme, “Adventure begins at your library,” will include the “bubble man,” the “jiggle man,” and a junior ranger program at Honeymoon Island that will offer birding backpack activities for both kids and adults.

- b. **DUNEDIN FRIENDS OF THE LIBRARY** – Phyllis said that Donna informed her that the 2024 book sale, which was held February 1st through 3rd, brought in more money than last year. Donna will provide us with additional information at the next committee meeting.
 - c. **FRANKLIN CHASE MILLIKEEN EVENT** – On April 8, the Dunedin Friends of the Library will meet for a brief business update prior to offering to the public a virtual author visit with Cara Black from 6 PM to 8 PM. Five signed copies of Cara’s latest mystery novel will be given away, and light refreshments will be available.
 - d. **SOLAR ECLIPSE** – Also on April 8th is the next solar eclipse (1-3 PM), so the library will once again pass out glasses for safe solar viewing.
 - e. **LIBRARY DIRECTOR REPORT**
 - i. **LIBRARY CALCULATOR** – The amount that you save by borrowing materials is now shown on your checkout receipt, emphasizing how cost-effective using the library is.
 - ii. **STATE OF THE CITY EVENT** – All members are encouraged to attend the annual keynote on Thursday, February 29, from 5:30 PM to 7 PM, to hear Major Julie Ward-Bujalski address the state of Dunedin.
 - iii. **LIBRARY APP** – Work is underway either to get the app used by the Pinellas County Library Cooperation functioning or to make a new app available by sometime in May.
 - iv. **STAFFING** – Phyllis doesn’t recall ever having so many open library positions. Two interviews for the empty Director of Youth Services position occurred today, and two more are scheduled on Thursday. Advertising has closed for the Senior Library Services and Senior Library Assistant positions. Interviews for these two positions will start soon. President’s day was a staff training day, where staff received CPR, defibrillator, and first aid training.
 - v. **CAPITAL PROJECTS UPDATE**
 - 1. Phyllis is working with the city to figure out what part of renovating the reading garden might be done in-house.
 - 2. Another bid has been collected for replacing the roof.
 - 3. The project for replacing the playground is underway.
4. **OLD BUSINESS**
- a. **STRATEGIC PLAN 2020-2023 REPORT CARD COMMENTS**
 - i. Phyllis said that the timeline for the strategic plan update has changed, with the presentation to the city’s working session now moved to June. The committee’s homework is to review the goals and objectives stated in the 2020-2023 strategic plan so that we can discuss them in the March meeting.
5. **NEXT MEETING** – Monday, March 25, 2024, at 6:00 PM.
6. **CITIZEN INPUT** – None.

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

Minutes submitted by KP on February 28, 2024.