Library Advisory Board
June 15, 2006
Milton, Florida

The Library Advisory Board met on the above date with the following members present: Chairman Peggy Toifel, Vice Chairman Jacqueline Wiscaver and members Martha Lyle, Michael Sandler, and Patricia Rose. Also present were the County Administrator (Hunter Walker) and Library Director (Linda Hendrix). Toifel called the meeting to order at 4:03 p.m.

Lyle moved approval without objection of the minutes from the May 18, 2006 meeting.

Transition Plan Progress & Director Report

Hendrix presented a Power Point Presentation to the Library Advisory Board. (Attachment in File) She introduced the librarian in charge of special projects, Natasha Godwin, and reviewed new library personnel. Hendrix discussed the Library software, interlibrary loan, and cataloging training taking place. She said staff and volunteers have been busy processing donations and boxes of books sent from Pensacola. Hendrix said over 3,000 items have been labeled. She thanked Lyle, Rose, and a number of other volunteers for their assistance. Hendrix said she has an order ready to submit for 1,000 reference books that will be distributed to all Libraries. She said she is preparing orders for about 4,000 additional items. Hendrix said these items are being ordered as a result of the gap analysis done in February.

Hendrix said Santa Rosa County Library System assumed responsibility for interlibrary loans on June 1, 2006. She said the libraries have already processed 88 official interlibrary loan requests. Hendrix discussed the purchase of over 300 items to fill informal requests taken by library desk staff. She said the Santa Rosa County Library System is participating in the statewide courier service. Hendrix said library staff has received a lot of positive comments and very few negative comments.

Hendrix said the library van should be delivered soon, and a job announcement is posted for the delivery person. She said she hopes to have the courier service for the libraries
operationalbyJuly1st.

Hendrix said she contacted Eugene Fischer regarding extending the right for Santa Rosa Countyresidents to check out books in Escambia County. She said Escambia County has agreed to move the reciprocal borrowing date to September 1 st , and after this date there will be a $50.00 fee. Hendrix said Okaloosa County will discuss the reciprocal borrowing
date at their next meeting.

Hendrix discussed the preparations being made with regard to the two week closure of the libraries. She also reviewed the preparations for the August 1 st reopening. Hendrix said she appreciates the Computer Department for all their hard work and coordination.

Hendrix said Godwin is working with the news media to announce what is taking place and the schedule of events. She said signs are being posted at all libraries explaining the closure, due dates, etc. Hendrix said she felt the public will be pleasantly surprised at the new ways to search and the whole new look of the system. She discussed the new pro- active services that willbe available to residents. Hendrix gave a brief update on the construction of the Pace Library. She said completion date will be in December. Hendrix discussed the success of the youth summer reading program at the libraries. She notedthe programs are very good this year.

Hendrix said tomorrow will be the final meeting of the Strategic Planning Committee. She said the objectives will be reviewed, and the finalized plan will be brought to the Library Advisory Board for approval in July. Hendrix said after Library Board approval the plan will be submitted for approval by the Board of County Commissioners for transmittal to the State of Florida. She said in October the Library Advisory Board can start working on the plans and objectives.

Other Business/Adjournment

Walker said the policies for the Santa Rosa County Library System are on the Board of County Commissioners agenda for next week. He said he felt the Board will request that the two adjacent counties enter into some kind of reciprocal borrowing agreement or statewide reciprocal borrowing.

Toifel said she has been asked by the Friends of the Milton Library to ask the Board of County Commissioners to consider a Library Recognition Day on September 21, 2006 for all the hard work that has gone into the Library transition. She said during the Board meeting there can be acknowledgements and certificates. Toifel said there can be a reception in the hall following the Board meeting. She said this will be a countywide effort, and she will contact the joint Friends regarding funding the reception. Rose said she will not be available. Sandler said he felt this is a good idea. There was discussion regarding who will receive an invitation.

Toifel moved to designate September 21, 2006 as Library Recognition Day during the Board of County Commissioners meeting with a reception to follow; Sandler seconded, and the vote carried unanimously. (5-0)

There being no further business to come before the Library Advisory Board at this time, the meeting adjourned at 4:27 p.m.