

TAMPA-HILLSBOROUGH COUNTY LIBRARY BOARD
JOHN F. GERMANY PUBLIC LIBRARY
APRIL 24, 2008

Board Members Present: Chair, James Martin, Laura Vickers, Bob Argus, Patrick DeMarco, James Harkins, Jim Johnson, William Scheuerle, Christopher Rosbough, Alma Hires and Margaret Fisher. Dora Reeder and Kay O'Rourke were 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; Suzanne George, Manager, Library Facilities Planning & Design; Ricardo Cox, Assistant County Attorney

The meeting was called to order at 4:15 p.m. A quorum was present.

Minutes from the March 27, 2008 Library Board meeting were reviewed and approved.

Comments from the Public:

Anne Haywood, representing Bruton Memorial Library, addressed the Board concerning the grant provided by Hillsborough County for library services. Ms. Haywood provided a written summary of Bruton Memorial Library's history and why the grant is needed. Bruton Library is located in the center of Plant City, approximately 17 miles away from Brandon and Bloomingdale libraries. Nearby residents in the unincorporated areas of Hillsborough County frequently visit Bruton Library as they use Plant City for their day-to-day needs as a service and retail hub. Bruton serves many schools outside the city limits and provides services to Hillsborough Community College during the evenings and weekends. Ms. Haywood reasoned that if Bruton's grant is discontinued, it will greatly diminish the library's ability to provide service. Cuts would include approximately 10 staff (6 FTE's), 50% of the book budget, and a drop in hours of service from 59 to 52 hours per week. Fifty percent of the people who would be affected under the loss of these services are Hillsborough County residents who pay the County for library services. Ms. Haywood said she speaks on behalf of Plant City's library board, her staff, the city's staff and library patrons in her appeal that Bruton Library be allowed to continue at the same level of service as the other libraries in the county. She asked that the Library Board please consider all the information presented as they make their recommendation.

Mr. Martin asked Ms. Haywood if they have hired anyone on their staff within the last 6 months to one year. Ms. Haywood explained that there has been some turn over of staff but no hiring has been done as they are presently under a hiring freeze. Mrs. Vickers pointed out that Hillsborough County

libraries have recently reduced their hours of service and asked whether Bruton library has done the same and if not would they consider doing so. Ms. Haywood replied that so far they have had no reduction in hours but that it will have to be considered. She referred the Board to the comparison of the grant and potential funding levels contained in the hand-out and pointed out that acceptance of Decision Unit 8 would roll back their budget to the same level of funding as in year 2001. Mr. Harkins inquired whether Bruton's customer base includes residents of Polk County. Ms. Haywood replied that yes, Bruton participates in reciprocal borrowing with Polk County just as with all the other libraries. Mr. Harkins added that perhaps the statistics of patrons from outside the city limits would include residents from as far as Polk County. Ms. Haywood agreed. Mr. Harkins further asked whether any motivation exists on the part of the City of Plant City to join the Hillsborough County Library Taxing District. Ms. Haywood replied with her opinion that they would welcome entering the library taxing district but that they do not wish to become assimilated into the library system. She explained that the City attorney did some investigation into that and was told that there was no distinction between the two and that joining the taxing district means that they would be brought into the library system. It is not their desire to do that. They enjoy their cooperation through the Hillsborough County Library Cooperative and feel that it enables them to offer exemplary service; however, it is not their desire to become a part of the library system. The final decision would rest with the City Manager and City Commissioner. Mr. Rosbough stated that the amount of money (\$449, 418) granted to Plant City by the County is a great deal of funds that could be directed elsewhere. Mr. Rosbough asked if staff could research how difficult the process would be for Plant City to join the taxing district. Joe informed the Board that a study had been done previously (under a former County Administrator and Board) that looked at the amount of money that would come into the County if Plant City and Temple Terrace were to join the taxing district. At that time they looked at the grant that was given to each library and their figures for operation costs taken from documents that they submitted for State Aid. It was determined that the revenue brought in would not be enough to cover the cost for Plant City. It would have, at that time, covered Temple Terrace. Mr. DeMarco asked Ms. Haywood to clarify what their main objection is to entering the taxing district; whether it was mainly historical, cultural or financial. Ms. Haywood replied that, partially, it is that they have been very successful at operating in this way for 47 years. They are doing a good job in providing service to the residents of eastern Hillsborough County, and it is just a matter of why change a system that is working very well. Mr. DeMarco continued, "so you fear that your programs and services may be hampered by joining the taxing district?" Ms. Haywood replied that many things would change, for example, as Director, she would lose her job as would their library board. Things would be handled differently. Bruton would become part of the Tampa-Hillsborough County Public Library system. It would no longer be a municipal library as it is now, which is what Quintilla Bruton wanted. Mrs. Vickers stated that the Library is working toward more efficient service and all of the other residents of Hillsborough County have suffered some loss of service due to shortened hours and the possible end of reciprocal borrowing with other counties. Mrs. Vickers stated that she would also like to see Bruton working in that direction too as we are all tightening our belt. Ms. Haywood explained that they have already voluntarily reduced their book budget by a large percentage this year. They have not replaced vacant positions and have to consider cutting some staff to reduce their service levels. They do not

expect to continue at the same level; however, she is asking that the people of Hillsborough County that are served by that library not lose 39 to 40 percent of the library. Dr. Scheuerle said that the Library Board Policy and Bylaws Committee has just looked at a new fee and fine structure and that once the reciprocal borrowing is cancelled, they are considering charging non-Hillsborough County residents who use the library. He asked whether Plant City would consider doing the same. Ms. Haywood replied that they had a non-resident charge in place until reciprocal borrowing came into effect. A \$100 non-resident fee has already been approved by their library board. Mr. Argus asked several questions dealing with the potential funding levels (referring to the last page in the handout). Firstly, is the Horizon system provided by Hillsborough County a part of the total budget figure? Ms. Haywood answered that they pay all the maintenance cost for PC reservation and Horizon. Mr. Argus asked whether any items provided through the interlocal are not being compensated by Plant City. Ms. Haywood answered that it depends on how you view that. It is not providing them (Plant City) but their patrons, fifty percent of who live outside the city limits. That includes their delivery system and other overhead costs such as the basic provision of a circulation system. Mr. Argus asked what an average resident of Plant City pays for library services. Anne said the library tax goes into the general fund. Lastly, Mr. Argus asked Ms. Haywood what potential specific funding level was being requested. She replied that it would be for the Board to decide. Mr. Rosbough requested a breakdown of Bruton patrons and where they come from. Joe asked Anne to explain to the board whether she believes building a library in Turkey Creek would have any positive effect on serving people from the areas outside the PLC city limits. Anne replied no and indicated on the wall map the concentrated areas they serve in the unincorporated county.

This item has been referred to the Planning Committee for further discussion. The Library Board will await their report before making any recommendation in response to the City Manager of Plant City. The Board thanked Ms. Haywood for the information.

Committee Reports

Budget Committee—The Budget Committee did not meet in the month of April. With no objection from the Board, the meeting date for May was changed to May 20, 2008 at 4:00 p.m. at John F. Germany Public Library.

Planning Committee—Mr. Argus reported that the Planning Committee received a letter from the City Manager at Plant City. The Committee will begin reviewing all related information. A status was provided regarding the Booker T. Washington Elementary/Saunders Library walkway. The Committee is working to develop an interlocal with the School Department to construct the walkway. The Budget Committee is in the process of locating funding for the project (\$100,000). Concerning the Capital Improvement Projects (CIP), there may be efficiencies in doing architectural plans for both Bloomingdale and Seffner-Mango libraries with similar layouts that undergo expansion. The Committee also passed a motion to develop a points-based, objective system for ranking unfunded

projects. A set of criteria are being put together which will be reviewed at the next planning meeting. The Planning Committee welcomes any input from the Library Board as they work to develop a ranking system. The recently approved unfunded priorities list was reviewed. At the time of its approval prior to January, 2008, the list included funded as well as unfunded items. For example, Sulphur Spring, University Area, Saunders expansions and Turkey Creek were already funded for development or construction by the Board of County Commissioners (BOCC). The Committee reassessed the list and removed those projects from the unfunded list. They then proposed changes to the unfunded list. The acquisition of land for expansion of libraries will remain the number one priority. Expansion of Seminole Heights and parking lot was moved to number two based on new information received. We now know the school board is interested in a parking structure which makes the feasibility of expanding the library in its present location much more practical. All other expansions will be similar to last year's list. Mrs. Vickers added that the Committee also removed what had been number seven on the 2007 list, Triple Creek. **The Board voted unanimously to approve the following revised unfunded capital list for FY09:**

- 1. Land Acquisition for future projects**
- 2. Seminole Heights Library Replacement and Parking Deck**
- 3. Expansion of existing libraries as follows:**
 - a. Bloomingdale Regional Library expansion**
 - b. Jimmie B. Keel Regional Library expansion**
 - c. Upper Tampa Bay Regional Library expansion**
 - d. Riverview Library expansion**
 - e. New Tampa Regional Library expansion**
- 4. New FishHawk Area Library**
- 5. New Carrollwood Area Library**
- 6. New Wimauma Area Library**
- 7. New Bealsville/Keysville Area Library**

Mr. Argus further reported the Committee would need to find alternate meeting locations due to the construction work to take place on the fourth floor of Germany Library. The Committee considered taking this opportunity to get input from residents in areas that will potentially be expanded.

A proposal was made by Gibsonton residents for a storefront library. Staff is putting together information for review at the next Planning meeting.

The next meeting date for the Planning Committee was changed to Tuesday, May 20, 2008 April 22, 2008, 9:30 a.m. at John F. Germany Library.

Policy & Bylaws Committee—Dr. Hires reported that the Committee reviewed the Bylaws and had questions dealing with meeting quorum. It was determined that the Library Board chair is a member of the committee and may be counted towards a quorum. They decided to postpone any recommendation until the next Board meeting while staff looks at other library's bylaws to see how they are stated. The Seminole Heights Library renaming request was postponed again pending input from the various neighborhood associations. The committee made revisions to and recommended approval of policy LS107, which establishes loan Periods and use limits. **The Board approved policy LS107, Loan Period and Use Limits.** The Committee also reviewed a new policy concerning materials recovery and collections, LS1505, dealing with library customer delinquent accounts and over due materials. **The Committee made one minor revision to the policy and recommended approval. The Board approved policy LS1505, Materials Recovery and Collection.**

The Committee revised the fine and fee schedule related to audit finding number seven and recommended its approval. Mr. Harkins seconded and the fine and fee schedule was approved.

The next meeting of the Policy & Bylaws Committee is scheduled for May 22, 2008, 3:00 p.m. at Austin Davis Library.

Mrs. Vickers thanked Suzy for taking the Friends of the Library on a walking tour of the new Town 'N Country Library facility. Everyone was happy with its progress.

The Board had no new business to discuss.

Director's Report

At its annual meeting on April 15, 2008, the Friends of the Library awarded James Martin "Library Board Member of the Year." Since Mr. Martin was unable to attend the event, Joe presented Mr. Martin with his award during the Library Board meeting.

Joe briefed the Board on the County's Budget Workshop that took place yesterday (April 23rd).

Suzy briefed the Board on the status of current construction projects:

North Tampa was vacated last week. The staff worked hard to lock everything up and put everything in storage. Patrons are being directed to the temporary facility at the Thompson Center located at Waters and Anderson. If all goes North Tampa should be ready by next year.

Seffner-Mango branch--The construction of the new Seffner Library is on schedule and should be completed and open sometime December 2008.

Town 'N Country--Construction on the new Town 'N Country Commons is going very well. The construction is scheduled to be completed in October and we would move in November. Patrons are using the temporary location at the Thompson Center for full library service, as well as the surrounding libraries.

The meeting was adjourned at 5:35 p.m.

Upcoming Meeting Dates:

Planning Committee, Tuesday, May 20, 2008, 3:00 p.m. @ John F. Germany

Budget Committee, Tuesday, May 20, 2008, 4:00 p.m. @ John F. Germany

Policy & Bylaws Committee—Thursday, May 22, 2008, 3:00 p.m. @ Austin Davis Library

Library Board—Thursday, May 22, 2008, 4:00 p.m. @ Austin Davis Library