

**TAMPA-HILLSBOROUGH COUNTY PUBLIC LIBRARY BOARD**  
**JOHN F. GERMANY PUBLIC LIBRARY**  
**JULY 28, 2011**

**Attendance:** William Scheuerle (Chair), Bob Argus (Vice-Chair), James Martin, Mary Lou Tuttle, Kay O'Rourke, Michael Keller, Jim Johnson, Alma Hires, Cori Toler and Brenda Staton were present. Jim Harkins was excused.

**Staff Present:** Joe Stines, Director; David Wullschleger, Operations Manager; Marcee Challener, Manager, Materials & Circulation Services; Aracelis Maldonado, Administrative Specialist; Robin Gibson, Friends Coordinator; Andrew Breidenbaugh, Chief Librarian; Jason Biggers, General Manager III; Sheryl Herold, Accountant III; Anne Ross, Chief Librarian; Lisa Wagner, Administrative Services Coordinator; Brian Walton, Sr. Librarian; .

**Guest:** Ricardo Cox, Assistant County Attorney; DeBora Cromartie-Mincey, Sr. Assistant County Attorney; Armand Ternak, Division Director, Temple Terrace Library; Randy Klindworth, Facilities Management; Margaret Rush, Environmental Protection Commission.

The meeting was called to order at 4:10 p.m. with a quorum present.

The Library Board recognized the following volunteers from John F. Germany Public Library and 78<sup>th</sup> Street Libraries for their many hours of service:

Scott Bishop  
Elizabeth Lopez  
Neal Durrant  
Jonathan Jean  
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Minutes from the June 23, 2011 meeting were approved.

There were no presentations from the public.

Randy Klindworth, of the County's Energy Management office and Margaret Rush of the Environmental Protection Commission provided information and answered questions concerning the electric car charging stations to be placed at the following regional library locations: Jimmie B. Keel Library, Town 'N Country Library, Jan Platt Library, Bloomingdale Library. The charging stations were a grant opportunity through the Department of Energy. It was explained that since only 100 charging stations were available for central Florida, time was of the essence and thus the timing did not allow for gathering input prior to submitting the application and getting approval by the Board of County Commissioners on June 15, 2011. Plans are to make the car charging stations accessible to the public free of charge for the first two years. Thereafter, user fees will be in place payable via credit card.

As follow up to a previous inquiry by the Library Board concerning telecommunications and conducting meeting via Skype, DeBora Cromartie-Mincey of the County Attorney's office presented an overview of the Sunshine Laws with an emphasis on use of electronic media and social networking technology. The Library Board was advised that for a called meeting, a majority of the board must be convened at one location. Under special circumstances (due to illness, for example) others may take part in the meeting remotely.

### **Committee Reports**

#### **Budget Committee**

Following their review of the FY11 monthly library budget report as of June 30, 2011 the Budget Committee has requested that a representative from the County's Risk Management Department appear at a future Budget Committee meeting to explain how insurance costs are allocated.

**The Library Board unanimously approved the Budget Committee's recommendation to send a letter to the Clerk of the Circuit Court asking for insight or standard procedure in place to review the County Administrator's recommended FY12 Budget to ensure the integrity of Library Taxing District monies, authority of expenditures and reports of such expenditures.** The letter is to be signed by the Library Board Chair, and it was suggested that the Friends Council President also send a letter.

Staff reported that a new in-house delivery process is being implemented in preparation for future outsourcing. Bid specifications will be ready for September 2011. The anticipated savings to the Library for outsourcing delivery would be \$100,000+.

The procurement process for the integrated library system (ILS) continues to go forward. The selection committee met today to evaluate presentations from top ranked vendors.

The next meeting of the Budget Committee is scheduled for Tuesday, August 23, 3:00 p.m. at John F. Germany Public Library.

### **Planning Committee**

The Library Board Planning Committee had no items to report as there was no quorum at their last meeting of July 26.

The next meeting of the Planning Committee is scheduled for Tuesday, August 23, 2011, 4:00 p.m. at John F. Germany Library.

### **Policy & Bylaws Committee**

**The Library Board reviewed and approved the following library policies as recommended by the Policy & Bylaws Committee:**

- **LS101, Circulation Services**
- **LS102, Customer Record Privacy**
- **LS103, Library Card Registration & Renewal**

The next meeting of the Policy & Bylaws Committee is scheduled for Thursday, August 25, 3:00 p.m. at John F. Germany Public Library.

### **Nominating Committee**

**Having received no other nominations from the floor, the Library Board voted unanimously to accept the following slate of Library Board officer candidates.** (Positions take effect as of the conclusion of today's meeting.):

**Chair—Robert Argus**

**Vice Chair—Jim Johnson**

**Secretary—Cori Toler**

**Unfinished Business**—None.

### **New Business**

There are three applicants for the District 1 Library Board vacancy. These will be voted on the Board of County Commissioners at their second meeting in August.

The redistricting proposal recently adopted by the BOCC is undergoing judicial review. It has not been determined how the changes, if approved, will affect the Library Board districts.

**The Library Board unanimously approved a motion by Mr. Keller to send a letter outlining concerns about how the electric car charging stations may conflict with Chapter 84-443, of the Laws of Florida, which govern the Library taxing district. By this letter, the Library Board also requests that a plan for energy costs be submitted prior to installation of the car charging stations.**

### **Director's Report**

Mr. Stines addressed an email dated July 27, 2011 received through [board@THPL.org](mailto:board@THPL.org) regarding the new integrated library information system (ILS). Mr. Stines wished to state for the record that he has no involvement or input concerning the selection of the ILS. A selection committee is in place and all established policies and processes related to this as well as vendor selection for print materials are clear and open to the public.

Dr. Scheuerle reminded all that the Hillsborough County Public Library Cooperative is scheduled to meet on Monday, August 22, 2 p.m. at John F. Germany Public Library. Mr. Argus will attend this meeting at new Library Board Chair.

The meeting was adjourned at 5:45 p.m.