

Bruton Memorial Library
Library Board Minutes
February 20, 2014

Members present: Jim Chancey, Tom Thoeni, Michelle Monteleon, John Smik, Mildred Dawson, Sue Mitchel, and Library Director Anne Haywood.

Guest: Felix Haynes

I. Call to Order

The meeting was called to order at 9:05am by Chair, Jim Chancey.

II. Presentations from the public

Friends of the Library report: Rebuilding of the Friends, including the recruitment of volunteers and volunteer training, has been ongoing over the past six months. Friends President, Felix Haynes, provided the Board with a catalog of officer positions. Volunteers still needed. The Friends Book Sale went very well. The initial newsletter has gone out to Friends members. The next Friends fundraising event will be the Murder Mystery Dinner Theater June 6-7. The Friends have two agendas: to maintain traditional activities of Friends groups and support future library growth.

III. Reading and approval of previous meeting minutes

The amended minutes for the January meeting were approved.

IV. Director's Financial Report of the Library

- a. Costs associated with the irrigation system should be showing up under "Indirect Cost Allocation" instead of "Water, Sewer, and Sanitation Services".
- b. RFID expenditures are being tracked under "Other Supplies".

V. Library Director Report

- a. Monthly report: Library attendance has evened out. Donations up some. Big jump in Internet/PC Usage, volunteers, and program attendance.
- b. State Aid Update: The Library received \$25,044 in State Aid.
- c. The Library is in its 2nd week of offering tax –preparation assistance for 2014. There are five preparers. This is the last year the Library will make preprinted tax forms available.
- d. Coop Board Meeting Report: ITS charges approximately \$10,000 per year to cover staff and public computers. Override capabilities will be available to assigned staff. County is calculating a bill for the city libraries, Plant City and Temple Terrace, to cover portions of goods and services the county currently provides, such as eBooks and databases.

VI. Committee Reports

- a. Planning: Proposed survey presented to the Board. Suggested modifications also presented. Survey will be reworked and distributed in March.
- b. Policy: *Fines and Fees* policy revision presented and approved unanimously by the Board. *Payment of Fines and Fees* policy revision presented and approved unanimously by the Board.

VII. Unfinished Business

Foundation: A presentation on Foundations is planned for the March Board meeting.

VIII. New Business

None

IX. Adjourn

The meeting was adjourned at 10:35am. **Next meeting is March 20th at 9:00 am.**