**Manatee Library Board of Trustees’ Meeting Minutes**

**July 19, 2018**

**Central Library Conference Room, 2 pm**

Present: Ava Ehde, Interim Director, Neighborhood Services Department

Artis Wick, Chairperson, County at Large

Patsy Ugarte, City of Palmetto

Glenda Lammers, Assistant Library Services Manager

Excused: Beverly Neville, Island Communities

Councilman Patrick Roff, City of Bradenton

Myron Robinson, Unincorporated County

Guests: Jodie Williams

Called to Order: 2:10 pm by Artis Wick, Chairperson

**Approval of Minutes:**

Artis Wick inquired if everyone had a chance to review the minutes of May 19, 2018 and if there were any comments, suggestions or corrections. No corrections were made. However, since there was not a quorum, Artis suggested that the minutes be considered and approved at the August 16, 2018 meeting.

**Library Manager’s Report/Board Updates:** Ava began the meeting by re-introducing Literacy Coordinator Jodie Williams to the group.

* + **Touch at Truck at Rocky Bluff:** Over 700 people had a ball at the fun-filled, hands-on Touch a Truck event. Ava and Glenda praised the efforts of the Rocky Bluff staff and the very supportive and creative Friends of the Library group for an extraordinary turnout! Participants enjoyed hot dogs, cotton candy, crafts and a fantastic story-telling event. Rocky Bluff created 28 new library cards that day. Several of the new card holders mentioned how much they enjoyed the event and decided to return more frequently since they hadn’t visited a library in years. Rocky Bluff hopes to host a future Touch a Truck event but might offer food prepared in advance (such as popcorn) rather than cook during the event to alleviate long lines.
  + **FUNducation:** FUNducation, a very innovative and engaging STEAM group, presented an introduction to drones at the Palmetto Library. Teens and tweens had fun learning about the basics of drone science and even controlled one outside in the park. At the Braden River Library, FUNducation introduced children to building robots using Legos and computer technology. FUNducation was also responsible for bringing Tesla cars and engineers. Many children thoroughly enjoyed themselves with the chance to learn first-hand how cars are designed.
  + **Dive Into Reading:** Jodie Williams was hired through the Library Foundation 2 years ago as a Literacy Coordinator. Jodie brings with her 17 years in education and special education. As of June, we are happy to report that she is now a full-time County employee! Last year, Jodie collaborated with United Way to develop reading rooms and began the ‘Dive into Reading’ pilot program at one of the Anna Maria Oyster Bar locations. Building on this success, all 5 Anna Maria Oyster Bar restaurants plus Geckos SR70, the Suncoast Campaign for Grade Level Reading, the Patterson Foundation of Sarasota County, and the South Florida Museum participated. This summer’s Dive into Reading program involved 325 children from 15 different school districts in Manatee County. The kids received breakfast daily and then read one-on-one with a trainded literacy volunteer. Jodie began her presentation to Library Board members by mentioning that children from low income families typically lose 2 ½ months of reading proficiency over the summer. Statistics from last year reveal that children who participated in the program gained on average 1.2 months of reading proficiency! The program was ramped up this year to include children from all Title I schools as rising 2nd or 3rd graders and those attending the school district’s ‘Camp Rise’ program. These students are typically 6 months to 1 ½ years behind in reading proficiency. By utilizing all 5 AMOB restaurants, every eligible child was a part of the Dive into Reading program. Jodie shared wonderful pictures of kids reading with their mentors at the different locations, including our own Glenda Lammers! At the program’s end, children received colorful bracelets, backpacks filled with school supplies, non-fiction books to build knowledge and vocabulary, and library card applications encouraging use of the library’s free resources. Ava praised Jodie’s effort to develop the curriculum, train mentors, hire teachers and determine which books to read. Another successful collaboration this year was the library’s partnership with Barbara Harvey and the Anna Gayle Resource Center. It has been very well attended, and kids can walk there from their nearby homes. Every child received a free book weekly and they used electronics and other resource materials. The Library Foundation graciously donated $3,5000 to furnish the space for the pre-k, school-aged, and teen rooms. Pat Kantor, a former media specialist, and Pat Johnson, our recently retired Whole Child Project Coordinator and former pre-school teacher, assisted Jodie this summer. After reading and learning about activities, volunteers transported the kids to the South Florida Museum and Sarasota Jungle Gardens. Another favorite event is an outreach program at Lincoln Park, where kids enjoy a free lunch along with story time and craft making twice a week. Also, the Patterson Foundation collaborated with the libraries to host kindergarten readiness play days for parents and kids entering kindergarten in the fall. Each child received a bag full of goodies like crayons, books on school readiness and flash cards. Patsy Ugarte commented that whenever another person (other than family member) serves as a mentor to a child, the interaction seems to be very beneficial. Artis Wick commented that this is a worthwhile program because oftentimes, parents don’t know how to best educate their kids, so they are learning the process along with their children.
  + **Staffing:** After Dennis Houston retired in January, we had a comprehensive search for his replacement. Mary Tischbein has been re-hired as a Fiscal Analyst who most recently worked for the Manatee County School Board. Callie Hutchison was hired two years ago as a Library Assistant. She recently earned her MLIS degree and was promoted to Librarian at Braden River. After Yoshira Castro retired as the Palmetto Library Supervisor, Megan Robinson was promoted to replace her. Megan began her career as a Library Assistant several years ago and worked her way up through the system. She is also semi-fluent in Spanish which helps her to better serve Palmetto’s diverse population. Kaitlin Crockett was promoted from Youth Librarian to the Palmetto Assistant Branch Supervisor. Previously, Kaitlin worked for Mad Science and brings with her many creative and innovative talents. Both are outstanding staff members deserving of their promotions. Katie Fleck is a librarian within Info Services. While finishing her MLIS degree, Katie volunteered at the Central Library in the historic photographic collection. Shelley Heap has just started at South Manatee as a Library Assistant. She previously worked for several library systems in Maryland. Kim Ross has accepted the position of Whole Child Project Coordinator. Prior to this, she worked for MCAA and collaborated closely with Pat Johnson. We are currently recruiting for 2 Youth Librarians at Palmetto and Island and one Library Assistant at Central Library in the Circulation area. Ava mentioned that she has been in the Interim Neighborhood Services Director position since December, has gained much valuable experience working within the different areas of the department, and is interested in permanently taking on this new role. Ava reassured the group that she will continue to collaborate with the community in serving the library system’s best interests and feels this elevated position is ideal for her skill set. Ava is confident that talented people remain in all of the key library positions. Patsy and Artis agreed that this promotion will still serve the libraries and will enable Ava to encourage much-needed funding. To fill her void as Library Services Manager, Ava will recommend Glenda Lammers who has proven herself with her hard work and diligence in Ava’s absence.
  + **Library Master Plan:** Glenda explained that the master plan is a comprehensive document that will be presented soon to the Commissioners. The plan should be objective, address the need for libraries and the system’s anticipated growth and direction, and incorporate state recommended staffing guidelines. Glenda recently attended the ‘Back to the Future’ discussion in which the County’s population is projected to swell to 550,000 by 2037. By comparison, Manatee County currently has 380,000 residents. This significant population increase will require proactive planning to meet the needs of the County and make libraries’ growth a priority. Ava originally proposed a 50,000-square foot library to accommodate materials on the shelves and space for human users, but the recent recommendation is a scaled-back version. The Library Foundation will likely reach out to the Library Board to collaborate on funding ideas in support of these growth opportunities.

**New Business:**

* + **Library Materials Usage/Statistics:** Glenda reported that the monthly statistics appear to be tracking normally. However, the patron count for Rocky Bluff Library was higher than previous months (11,000) which is likely due to the popular Touch a Truck event. Additionally, long-term and public computer usage numbers decreased at all branches except for Central. This could be attributed to more people owning computers and mobile devices. This statistic will be monitored for a possible long-term downward trend, indicating that fewer public computers might be needed for new facilities. We are surpassing our cumulative total of library material usage from last year by 300,000 and anticipate this trend to continue upward. Lastly, there were no interlibrary loan materials circulating because there was no ILL staff member to complete this task. As a result, Max Colon was recently hired to perform this function and we anticipate robust ILL activity in the future.

* + **Old Business:**
* None.

**Citizens’ Comments:**

* None.

The next meeting of the Library Board of Trustees will be held on:

Thursday, August 16, 2018

At 2:00 pm

Central Library Conference Room