



Manatee Library Board of Trustees Meeting Minutes

April 15, 2021

Central Library Auditorium, 2 p.m.

Roll Call

Present

- Elizabeth Partridge
- Tammy Parrott
- Artis Wick
- Christine Callahan
- Myron Robinson
- Patsy Ugarte

Excused

- Marion Duncan

Guests

- None

Call to Order

2:00 p.m. by Artis Wick, Chairperson

Approval of Minutes

Artis Wick called the meeting to order. Artis inquired if everyone reviewed the minutes of March 18, 2021 and if there were any comments, suggestions or corrections. One correction was made, to change the word “amended” to “written” in the last sentence. With that editorial change, Christine Callahan made the motion to approve the minutes as written, and Myron Robinson seconded. Therefore, Artis announced the minutes were approved.

Update on Library Master Plan

Brad Waters of Godfrey and Associates gave a virtual presentation to update the Board on the progress of the Library Master Plan. The consultants were hired to provide a needs assessment of MCPLS by gathering, analyzing and vetting the data against standards and peer comparisons. Highlights of the presentation include:

- There are different needs for different communities – it is not a ‘one size fits all’
- Manatee County’s population in 2040 is forecast to be 523,000

- Godfrey and Associates gathered information from over 440 contacts including in-person forums
- They compared Manatee County with peers in FL and in the Southeastern United States
- Manatee County is at or above the 'essential' level in 12 out of 14 metrics. However, we lag in sq. ft per capita, circulation of items, hours open per week, and program attendance per capita.
- Current conditions: we do a good job addressing the community's needs and serving all segments of the County (as evidenced by the number of awards we've won)
- Manatee County FY2018 sq. ft. per capita was .3; .6 is the 'essential' standard, statewide standard is .48; national standard is 1.0
- Smaller buildings are more costly to operate than larger buildings per hour per week. Our space is not optimally configured.
- Godfrey and Associates' recommendations include:
 - Expand hours over a 5-year period
 - Standardize hours that every library is open
 - Increase STREAM education
 - Workforce training
 - Partnerships with businesses and social services' sector
 - To increase circulation, install ADA compliant shelving (tilt shelving at the bottom)
 - Increase self-service and 3D printing
 - Implement RFID to enhance inventory control and self-checkout functions
 - Provide laptops and tablets for borrowing and in-library usage
 - Increase teen areas and meeting rooms
 - Install modular kiosks to provide 24/7 service in under-served areas
 - Achieve .6 sq. ft. per capita FL Public Library standard in next 20 years
 - Modernize Central Library and branches
 - Retain and retrain staff for future libraries
 - Hire more multilingual staff (Spanish, Vietnamese and Mandarin Chinese speakers)
 - Increase overall library budget to \$30 per capita
- The Board agreed that this is impressive work and demonstrates we do a lot with minimal resources. They feel optimistic of the library's future path at the end of the report.
- Elizabeth elaborated that 24/7 kiosk access works well in areas of low crime and high tech to monitor. It wouldn't be fair to offer this service at one branch instead of to all. Perhaps this will be a higher priority in the future.
- To make technology improvements, it must start with a costly investment in RFID. We currently don't have any RFID tags in our system.

Library Manager's Report

- Elizabeth declared that the Libraries are doing well! We have the same Covid restrictions since the previous Board meeting in March.
- Time limits have been increased to 60 minutes per visit.
- The last hour has been reinstated. The CDC has recommended that 1 thorough cleaning per day is sufficient.

- Some people have complained about wearing masks. County Administration and the Board of County Commissioners declared that masks are still currently required, pending changes to CDC's guidelines.
- Summer reading programs are being planned to include Manny the Manatee, makerspaces and pop-ups. The Commissioners have filmed their story time reading for the summer.

Dashboard Statistics

- Statistics are up by 52% overall.
- Materials usage for March 2021 was up by 21% from March 2020.
- Online resource usage is up 19% from last year.

Staffing Update

- We have 2 new permanent, part-time Library Assistants (Draper Harris and Selena Palacios).
- Longtime Palmetto Library Assistant Linda Manuel is retiring at the end of April.
- Currently recruiting for: Business Librarian; 3 Library Assistant OPS; Cataloger; and Youth Librarian at Rocky Bluff Library

Braden River Library Renovation Update

- The adult area will be closed off until the end of May.
- Youth Services' area will be renovated June – August.
- BR Friends of the Library donated \$61,000 for the installation of new carpet.
- We were informed a new roof will cost \$ 361,000. If a construction request for Federal funds is not awarded, we will pay for it out of reserves.

Citizens' Comment

- None.

Adjourn

With no further business to discuss, Chairperson Wick motioned to adjourn the meeting. The motion was accepted by Christine Callahan and seconded by Patsy Ugarte. The meeting adjourned at 3:03 p.m.