

MINUTES

EUSTIS MEMORIAL LIBRARY

April 25, 2006

BOARD MEMBERS PRESENT: Rena Poole, President
Clayton Bishop, Vice-President
Glenda Pippin, Secretary
Alta Trask
Carla Mitchell

BOARD MEMBERS ABSENT:

OTHERS PRESENT: Steve Benetz, Leisure Services/Library Sr. Director

President Rena Poole called the meeting to order at 4:05 p.m. Minutes for the March 28, 2006 meeting were presented. Minutes were approved as read.

LIBRARIAN'S REPORT

Mr. Benetz presented the March Statistical and Financial Report. For the month, 845 items were added to the collection and 93 deleted; circulation totaled 9,666 items; staff answered 906 reference questions and 53 items were borrowed on interlibrary loan. Fifty children's programs were held with 699 in attendance and four adult programs were held with 46 in attendance. Eighty-four new cards were issued and 9,834 users visited the Library. Eleven volunteers worked a total of 122.25 hours. Library revenues were \$4,768.80 for the month of March. Non-resident card fees totaled \$695.35. Library impact fees collected totaled \$26,606.

Second Quarter Statistics showed 1,115 items were added to the collection, about the same as the First Quarter last year; 49,138 items were loaned, about the same as the First Quarter last year; 4,614 reference questions were answered, a 5% increase; 249 items were borrowed on interlibrary loan, a 5% increase; 238 programs were offered, a 41% increase and program attendance was 3,500, a 29% increase. Four hundred eleven new cards were issued, a 6% decrease and 48,951 users visited the Library, a 2% increase. Volunteers worked a total of 764.50 hours, an 11% decrease. Library revenues through the Second Quarter totaled \$14,331.81; non-resident card fees totaled \$4,185 and Library impact fees collected by the City totaled \$75,566. Library generated revenues for the first six months of this fiscal year, showed a 23% increase over the same period last fiscal year.

President Poole asked if there were any comments or questions. There being none, Carla Mitchell moved to accept the Librarian's Report. Alta Trask, seconded. Motion carried.

OLD BUSINESS

Mr. Benetz reported on use of the Library on Saturdays since Saturday hours were reinstated this year. During the First Quarter, 897 users visited the Library, for an average of 90 users per Saturday. Second Quarter statistics showed 1,438 users visited the Library, for an average of 131 users per Saturday. Overall, a total of 2,335 users visited the Library during the first six months of this fiscal year for an average of 111 users per Saturday. It is clear that as time passes, Saturday use is increasing.

NEW BUSINESS

Mr. Benetz reported that he and President Poole had attended the April 6, City Commission Meeting to receive a Proclamation from the Mayor in recognition of National Library Week. They both reported that the City Commissioners stated how proud they were of the Library, and their belief that the Eustis Memorial Library was the best library in Lake County.

Mr. Benetz reported that City departments had been notified that Mid-Year Budget Estimates for FY 2005-06 were due May 5, and FY 2006-07 Budget Requests were due May 19. He is confident the Library budgets will be submitted on time.

OTHER CONCERNS

Mr. Benetz informed members he will be attending the Annual Meeting of the Society of Florida Archivists in Tallahassee, May 10-12. While there, he will also be attending a meeting of the State Historical Records Advisory Board, which he chairs.

NEXT BOARD MEETING

The next scheduled Board meeting will be May 23, 2006 at 4:00 p.m. in the Library Conference Room.

There being no further business, the meeting was adjourned at 4:55 p.m.

Respectfully submitted,

Glenda Pippin,
Secretary

GP/kap