

MINUTES

EUSTIS MEMORIAL LIBRARY

July 31, 2007

BOARD MEMBERS PRESENT: Clayton Bishop, President
Rena Poole
Carla Mitchell

BOARD MEMBERS ABSENT: Glenda Pippin, Secretary
Alta Trask, Vice-President

OTHERS PRESENT: Steve Benetz, Leisure Services/Library Sr. Director
Emily Gerry, Youth Services Librarian

President Clayton Bishop called the meeting to order at 4:05 p.m. Minutes for the June 26, 2007 meeting were presented. Minutes were approved as read.

In the absence of Board Secretary, Glenda Pippin, President Bishop asked Board member, Carla Mitchell, to take minutes.

Mr. Benetz introduced Emily Gerry, Youth Services Librarian, who reported on the Library's 2007 Summer Reading Program. She distributed copies of her written evaluation of the program, and discussed the highlights and events of this year's session. In all, she conducted a total of 79 programs with 1,742 participants. In the reading contests, she had 72 participants who read a total of 350 books.

President Bishop thanked Mrs. Gerry and commended her on another outstanding Summer Program. Other Board members offered their thanks and expressed their appreciation for a job well done. Mr. Benetz noted that the Eustis Summer Reading Program has, for years, enjoyed the reputation of being the best in Lake County.

LIBRARIAN'S REPORT

STATISTICAL REPORT: Mr. Benetz presented the June Statistical and Financial Report. For the month, 927 items were added to the collection and 1,006 were withdrawn; circulation totaled 9,340 items; staff answered 917 reference questions and 52 items were borrowed on interlibrary loan. Forty-eight children's programs were held with 1,136 in attendance and two adult programs were held with 17 in attendance. One hundred and fifteen new cards were issued and 10,350 users visited the Library. Ten volunteers worked a total of 172.75 hours. Library revenues were \$2,313.09 for the month of June. Non-resident card fees totaled \$433. Library impact fees collected totaled \$1,465.

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Third Quarter Statistics showed 3,255 items were added to the collection, a 5% increase from last fiscal year; 78,181 items were loaned, a 6% increase; 7,018 reference questions were answered, no change from last year; 399 items were borrowed on interlibrary loan, no change from last year; 317 programs were offered, a 6% decrease but program attendance was 8,005, an overall increase of 35%. Seven hundred and eight new cards were issued, a 6% increase and 86,459 users visited the Library, a 15% increase. Volunteers worked a total of 1,105.75 hours, a 2% decrease. Library revenues through the Third Quarter totaled \$24,711.26; non-resident card fees totaled \$4,963.35 and Library impact fees collected by the City totaled \$22,522, a 76% decrease from last year. Library generated revenues through the Third Quarter of this fiscal year totaling 29,674.61, showed a 12% increase over the same period last year.

Mr. Benetz reported that the Saturday User Count through the Third Quarter was 3,755.

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

OLD BUSINESS

Mr. Benetz reported that Paul Berg, the new Eustis City Manager, had started work yesterday, Monday, July 30. Mr. Benetz presented Mr. Berg with Eustis Memorial Library cards for himself and his wife. They are both expected to be regular users. Mr. Berg is scheduled to visit the Department August 13, to tour the Library, meet the staff and to meet with Mr. Benetz to go over departmental operations and other issues concerning the Eustis Library. During the next few weeks, he will visit all City departments and meet with each Department Head.

Mr. Benetz reminded members that this year Marlene Blye, Deputy Library Director, was selected to participate in the Sunshine State Library Institute. He and Ms. Blye will be traveling to Tallahassee for her graduation ceremonies Friday, August 3. She is to be commended for successfully completing this important Library Leadership Training.

Mr. Benetz reported that the Eustis City Commission workshop with staff on the proposed FY 2007-08 Budget is scheduled for August 7 at 2:00 p.m. in the Commission Chambers. He invited members to try to attend if they could. He noted that the final budget hearings and vote by the Commissioners would take place at the regular Commission meetings in September.

NEW BUSINESS

None.

OTHER CONCERNS

None.

NEXT BOARD MEETING

The next scheduled Board meeting will be September 25, 2007 at 4:00 p.m. in the Library Conference Room. The August meeting has been cancelled.

There being no further business, the meeting was adjourned at 4:50 p.m.

Respectfully submitted,

Carla Mitchell
Board member

CM/kap