

MINUTES

EUSTIS MEMORIAL LIBRARY

September 25, 2007

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

BOARD MEMBERS ABSENT: Alta Trask, Vice-President

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

President Clayton Bishop called the meeting to order at 4:05 p.m. Minutes for the July 31, 2007 meeting were presented. Minutes were approved as read.

Mr. Benetz introduced Gwen Manning to the Board.

LIBRARIAN'S REPORT

STATISTICAL REPORT: Mr. Benetz presented the July Statistical and Financial Report. For the month, 768 items were added to the collection and 925 were withdrawn; circulation totaled 8,973 items; staff answered 916 reference questions and 91 items were borrowed on interlibrary loan. Thirty-one children's programs were held with 606 in attendance and five adult programs were held with 21 in attendance. Ninety-seven new cards were issued and 10,241 users visited the Library. Ten volunteers worked a total of 179.25 hours. Library revenues were \$2,631.59 for the month of July. Non-resident card fees totaled \$625. Library impact fees collected totaled \$879.

Mr. Benetz also presented the August Statistical and Financial Report. For the month, 877 items were added to the collection and 603 were withdrawn; circulation totaled 8,047 items; staff answered 962 reference questions and 65 items were borrowed on interlibrary loan. There were no children's programs held and five adult programs were held with 57 in attendance. Eighty-six new cards were issued and 9,267 users visited the Library. Eight volunteers worked a total of 92.50 hours. Library revenues were \$2,336.65 for the month of August. Non-resident card fees totaled \$467. Library impact fees collected totaled \$586.

Mr. Benetz reported that the Saturday User Count through the Third Quarter was 4,700.

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

OLD BUSINESS

Mr. Benetz reported that in their regular meeting September 20, 2007, the City Commission voted unanimously to approve the City Manager's Recommended Budget for FY 2007-08, this means the Library's Budget Request for next year was approved as submitted, and represents a 3% increase in the operating budget and full funding for our four capital requests. He noted that this was the first time since he came to Eustis that the Budget Request was not cut and the Commission vote was unanimous.

NEW BUSINESS

The Board voted unanimously to recommend Gwen Manning be appointed to the Eustis Memorial Library Board of Trustees to replace Alta Trask, who has resigned. Mr. Benetz was directed to convey the Board's recommendation to the City Manager and to have Gwen Manning submit the necessary paper work.

OTHER CONCERNS

Mr. Benetz notified members that he will be attending a Municipal Directors Meeting in Delray Beach September 27-28 and the Annual State Library Directors' Meeting in Clearwater October 10-12.

NEXT BOARD MEETING

The next scheduled Board meeting will be October 23, 2007 at 4:00 p.m. in the Library Conference Room.

There being no further business, the meeting was adjourned at 5:15 p.m.

Respectfully submitted,

Glenda Pippin
Secretary

GP/kap