



Special Workshop of the Library Advisory Board
& Friends of the Library
Marathon Government Center
Tuesday, February 28th at 10:30am

AGENDA

1. Call to Order
2. Introductions
3. Workshop Discussion Points—“Tell the Story”
 - What the library *does* for you
 - What the library *means* to you
 - What the library *gives* you
4. Break for Refreshments
5. Board Business
6. Adjournment

ADA ASSISTANCE: If you are a person with a disability who needs special accommodations in order to participate in Library Advisory Board proceedings, please contact the County Administrator's Office, by phoning (305) 292-4441, between the hours of 8:30 a.m. - 5:00 p.m., no later than five (5) calendar days prior to the scheduled meeting; if you are hearing or voice impaired, call "711".

MONROE COUNTY PUBLIC LIBRARY
Minutes of the Library Advisory Board
Key Largo Library
December 20, 2011

CALL TO ORDER

The meeting of the Monroe County Library Board was called to order at 10:40 a.m. by Chair Maria Richardson. Present were Board members Michael Shields and Brad Trout.

Guests included (alphabetically) Headquarters Librarian Christine Dunn, Key Largo Friends of the Library President Fred Feldman, Key Largo Friends of the Library Secretary Frieda Feldman, Director of Libraries Norma Kula, County Commissioner Sylvia Murphy, Library Administrator Anne Layton Rice, and Key Largo Library Manager Paulette.

INTRODUCTIONS: Participants briefly introduced themselves.

APPROVAL OF MINUTES: The minutes for the October 25, 2011 workshop were unanimously approved.

COMMUNICATIONS:

- The Director of Libraries distributed recent articles regarding privatization of Osceola County's public library system. Following a discussion of issues involved in the privatizing, Brad Trout made a motion requesting that library staff provide the articles to the County Commission. Michael Shields seconded and the motion passed.

CONTINUING BUSINESS:

- The Director of Libraries discussed plans for Monday reopening. January 23 was announced as the target date and promotional plans were being drawn.
- The Director of Libraries and Board member Michael Shields discussed the December 10th memorial service for Karen Riggs.

NEW BUSINESS:

- The Director of Libraries announced that Commissioner Neugent had appointed Susan Miller to the Library Advisory Board for District 2.
- Board Members made plans for the February 28th Combined Meeting. The theme "Tell the Story" was selected. The Board Chair will issue invitations to the county Commissioners and to the Friends groups requesting their participation.

ADJOURNMENT: The meeting was adjourned at 12:05 pm. The next meeting will be the February 28th Combined meeting at the Marathon Government Center.

Respectfully submitted,

Anne Layton Rice

Library Administrator

Monroe County Library—December 2011

	Key Largo	Islamorada	Marathon	Big Pine	Key West	Total
Circulation						
Adult	2,541	1,272	2,384	1,994	5,029	13,220
Juvenile	1,087	294	947	527	2,944	5,799
Audio/visual	1,458	658	3,010	1,679	7,117	13,922
Total	5,086	2,224	6,341	4,200	15,090	32,941
% Change Previous YR	1%	-1%	-3%	-6%	8%	2%
Check out Type						
First time	3,869	1,475	5,198	3,219	10,445	24,206
Renewals	1,217	749	1,143	981	4,645	8,735
Borrowers						
Adult	10,797	3,209	7,394	4,983	17,886	44,269
Juvenile	1,489	338	1,359	599	3,068	6,853
Fee	192	171	439	145	373	1,320
Location total	12,478	3,718	9,192	5,727	21,327	52,442
Added this month	58	7	110	18	116	309
Usage						
PC Sessions	1,470	775	893	584	2,266	5,988
% Change Previous YR	-8%	-13%	-13%	-29%	-21%	-17%
Wireless Sessions	159	225	74	230	570	1,258
% Change Previous YR	-34%	-11%	-48%	11%	-39%	-29%
Library Visits	6,269	3,603	4,352	3,722	14,929	32,875
% Change Previous YR	-11%	-13%	6%	-8%	-19%	-13%
eVisits			125,092			
% Change Previous YR			149%			
Reference Services						
Info, In-Person	604	525	224	583	4,351	6,287
Info, Telephone	528	210	305	279	1,394	2,716
Info, Electronic			216			
Programming						
Adult, Number	8	1			32	41
Adult, Attendance	130	6			249	385
Juvenile, Number	10	3		5	35	53
Juvenile, Attendance	378	60		106	1,135	1,679
Class Visits, Number	0	0	3		10	13
Class Visits, Attendance	0	0	55		270	325
Adult Outreach, Number	0	0			5	5
Adult Outreach, Attendance	0	0			561	561
Juvenile Outreach, Number	0	0	5		2	7
Juvenile Outreach, Attendance	0	0	76		515	591
Community use, Number	16	3	9	10	6	44
Community use, Attendance	356	70	90	131	271	918
Volunteers						
Number	12	2	10	4	44	72
Hours	184	25	51	36	494	790
Revenue						
Copier	192.90	88.60	157.30	166.70	534.80	1,140.30
Fines	183.00	70.70	163.05	34.80	311.35	762.90
Lost Material	1.20	0.00	0.00	25.95	118.00	145.15
Fee	30.00	0.00	180.00	180.00	90.00	480.00
Storage	1.00	0.00	0.00	0.00	0.00	1.00
Total	\$408.10	\$159.30	\$500.35	\$407.45	\$1,054.15	\$2,529.35

Monroe County Library—January 2012

	Key Largo	Islamorada	Marathon	Big Pine	Key West	Total
Circulation						
Adult	3,349	1,530	3,274	2,424	5,978	16,555
Juvenile	1,216	351	889	532	2,881	5,869
Audio/visual	1,845	818	3,683	1,945	7,512	15,803
Total	6,410	2,699	7,846	4,901	16,371	38,227
% Change Previous YR	21%	5%	7%	8%	3%	7%
Check out Type						
First time	4,977	1,826	6,643	3,949	11,900	29,295
Renewals	1,433	873	1,203	952	4,471	8,932
Borrowers						
Adult	10,880	3,225	7,428	5,016	18,044	44,593
Juvenile	1,491	337	1,397	604	3,080	6,909
Fee	192	172	445	149	379	1,337
Location total	12,563	3,734	9,270	5,769	21,503	52,839
Added this month	89	19	92	46	173	419
Usage						
PC Sessions	1,757	895	1,183	871	3,154	7,860
% Change Previous YR	2%	5%	2%	1%	14%	7%
Wireless Sessions	320	225	149	236	744	1,674
% Change Previous YR	21%	-13%	-9%	12%	-9%	-2%
Library Visits	8,529	4,090	5,723	4,647	17,261	40,250
% Change Previous YR	-10%	3%	16%	12%	-12%	-4%
eVisits			189,901			
% Change Previous YR			52%			
Reference Services						
Info, In-Person	689	435	294	316	3,557	5,291
Info, Telephone	556	375	337	343	1,497	3,108
Info, Electronic			222			
Programming						
Adult, Number	6	1	1		26	34
Adult, Attendance	154	10	14		481	659
Juvenile, Number	8	4	1	2	31	46
Juvenile, Attendance	273	48	4	41	1,065	1,431
Class Visits, Number	0	0	2		8	10
Class Visits, Attendance	0	0	88		270	358
Adult Outreach, Number	0	0			11	11
Adult Outreach, Attendance	0	0			1,599	1,599
Juvenile Outreach, Number	0	0	5		0	5
Juvenile Outreach, Attendance	0	0	69		0	69
Community use, Number	26	16	17	19	12	90
Community use, Attendance	822	455	199	708	391	2,575
Volunteers						
Number	15	6	10	2	83	116
Hours	188	22	75	16	619	920
Revenue						
Copier	240.35	120.35	221.05	217.30	460.20	1,259.25
Fines	267.25	51.55	168.00	162.45	489.65	1,138.90
Lost Material	40.20	25.00	7.95	25.00	67.00	165.15
Fee	360.00	150.00	660.00	180.00	330.00	1,680.00
Storage	0.00	0.00	0.00	0.00	0.00	0.00
Total	\$907.80	\$346.90	\$1,057.00	\$584.75	\$1,346.85	\$4,243.30

Digital Library Statistics



Library

From 12/1/2011 through 1/31/2012 | [Select Date Range](#)

Collection details from inception to 1/31/2012

- **Purchased Titles in Collection:** 598
 - Audiobook: 119
 - eBook: 479
- **Purchased Copies in Collection** (counting each copy of each format of a title): 605
 - Audiobook: 121
 - eBook: 484
- **OCR Titles in Collection:** 14
 - Audiobook: 3
 - eBook: 11

Other details from 12/1/2011 through 1/31/2012

- **Checkouts:** 1,311
 - Audiobook: 226
 - eBook: 1,085
- **Holds:** 577
 - Audiobook: 39
 - eBook: 538
- **Unique Library Patrons Checking Out Titles:** 360