

**MONROE COUNTY PUBLIC LIBRARY**  
**Minutes of the Library Advisory Board**  
**Islamorada Library**  
**December 9, 2014**

**CALL TO ORDER**

The meeting of the Monroe County Library Board was called to order at 10:40 a.m. by Chair Michael Shields. Present were Board members Stephanie Griffiths, Elizabeth Jolin, George McHugh and Susan Miller.

Participants included (alphabetically), Islamorada Library Manager Kathy Ebert, Deputy County Administrator Debbie Frederick, Director of Libraries Norma Kula, Commissioner Sylvia Murphy, Library Administrator Anne Layton Rice, and District 4 Appointee Mimi Young.

**INTRODUCTIONS:** Participants briefly introduced themselves.

**APPROVAL OF MINUTES:** The minutes for the August 26, 2014 meeting were unanimously approved.

**COMMUNICATIONS:**

- County Commissioner David Rice sent his regrets
- Director of Libraries Norma Kula expressed her gratitude to Elizabeth Jolin for her service to the Board.
- Director of Libraries Norma Kula welcomed District 4 Appointee Mimi Young to the meeting.
- Director of Libraries Norma Kula expressed thanks to Kathy Ebert for her 17+ years of service and wished her the best upon her retirement.

**NEW BUSINESS:**

- Board Member George McHugh nominated Michael Shields to serve as Chair of the Library Advisory Board. Board Member Susan Miller seconded and the election was unanimous.
- Board Member Susan Miller nominated Board Member Stephanie Griffiths to serve as Vice-Chair of the Library Advisory Board. Board Member George McHugh seconded and the election was unanimous.
- The Annual Report was read into the record by Chair Michael Shields. Director of Libraries Norma Kula will submit the Annual Report to the BOCC with her next monthly report.
- Chair Michael Shields made a motion to accept the 2015 LAB meeting schedule. Board Member Susan Miller seconded and the motion passed unanimously.

**CONTINUING BUSINESS:**

- Director of Libraries Norma Kula and Deputy County Administrator Debbie Frederick updated the Board on the purchasing and implementation timeline for the Useful software/hardware system. Funding for the project is to be split equally between the Library and the county's IT department.
- Director of Libraries Norma Kula updated the Board on the 2015 budget. The BOCC approved a 5% decrease from the submitted budget including 3% staff raises.
- Director of Libraries Norma Kula updated the Board on progress for the new Marathon Library. County Attorney's Office staff are in the negotiation phase, working on a Memorandum of Understanding. The Board chose this issue as their Takeaway item: to contact their commissioners for updates on the building project.
- Chair Michael Shields reported that he recently attended the Key West Friends of the Library Planning Meeting and urged fellow Board Members to attend Friends meeting when possible.

**ADJOURNMENT:** The meeting was adjourned at 12:05 pm. The next meeting will be February 24, 2015 at the Key Largo Library. Mayor Murphy is on rotation to attend.

Respectfully submitted,

A handwritten signature in cursive script that reads "Anne Layton Rice".

Anne Layton Rice  
Library Administrator

San Antonio Public Library Strategic Plan  
Appendix:  
Trends, Best Practices, and Issues  
The Ivy Group, Ltd., 2011

TRENDS, BEST PRACTICES, ISSUES AND INNOVATIONS IN LIBRARY SERVICE

**LIBRARY FACILITIES**

*Inviting, Flexible, Experiential, and Green*

Some of the most important decisions challenging libraries are those related to library construction projects. Leaders have to gauge the level of political and public support for such projects and assess the likelihood that sufficient funds can be raised from public and private sources.

Leaders who have taken on a capital campaign and construction projects have learned the importance of proceeding in a logical way beginning with a dream and ending with ribbon cutting.

They have also learned they have to delineate appropriate roles for the Board, the director, the community assessment and fundraising specialists, the building consultant, and finally the architect.

In those instances where the Board starts with architect, they sometimes end up with a facility that is beautiful but does not necessarily meet the needs of the community or the staff who have to work in the building. Public library spaces are changing to respond to sociological and technological shifts in four overarching ways:

*Libraries are inviting.*

Library design is focused on creating welcoming, comfortable, and attractive destinations that can accommodate those in a hurry (self-service features) and those who wish to linger in cozy surroundings (lounge chairs and fireplaces). “Destination place” and “community space” concepts are being integrated into many building programs.

*Libraries are green.*

Environmental sensitivities, especially in planning for the construction of new facilities, have driven the design process. Municipalities that have committed resources to protecting the environment, decreasing fuel dependency, and increasing operational efficiencies have often driven library “greening” programs.

Despite the higher cost of green buildings, LEED certification is a gold standard; libraries that can’t afford certification are employing whatever energy efficiencies they can afford in their plans. Sustainable materials, energy-efficient lighting, and recycling workflows can provide high cost recovery and savings over time.

*Libraries are flexible.*

Libraries are anticipating less need for collection space, as the book warehouse concept is outdated, and are activating more “gathering” and “creativity” areas, such as art galleries and small group study rooms. Other incorporations include open floor plans, multi-purpose rooms, interchangeable and mobile furniture and equipment, and smaller and mobile service desks.

*Libraries are experiential.*

New library design incorporates flexible features for a variety of activities and audiences, as the user’s experience becomes the key consideration. Libraries are designing zones geared to:

- Ages (senior spaces, teen areas),
- Activity (creative computing, gaming, galleries),
- Socialization (meeting rooms),
- Solitude and “sanctuaries of silence”(lounge and study rooms free from cell phones and other noise),and
- Technology access (fixed, mobile, wired, and wireless devices).

See also:

American Library Association,  
LLAMA/BES Library Building Awards Committee [Presentation],  
[http://www.slideshare.net/LLAMA\\_ALA/top-library-building-trends](http://www.slideshare.net/LLAMA_ALA/top-library-building-trends)  
(2010).

Prairie Librarian [Blog],  
Green Libraries,  
<http://prairielibrarian.wordpress.com/green-libraries>  
(2010).

Interior Design,  
<http://www.interiordesign.net> (2010).

Louise L. Schaper.  
“Let Green Creep: Ten steps to sustainable library operations.”  
Library Journal,  
05/15/2010  
<http://www.libraryjournal.com/article/CA6727897.html>

Trend Ideas,  
<http://trendsideas.com>  
(2010)