

MONROE COUNTY PUBLIC LIBRARY
Minutes of the Library Advisory Board
Key West Library
June 23, 2015

CALL TO ORDER

The meeting of the Monroe County Library Board was called to order at 11:09 a.m. by Chair Michael Shields. Present were Board members Stephanie Griffiths and George McHugh.

Participants included (alphabetically), Senior Librarian Patricia Blanco, Mayor Pro Tem Heather Carruthers, Senior Librarian Robin Henderson, Director of Libraries Norma Kula, Senior Librarian Michael Nelson, and Library Administrator Anne Layton Rice.

INTRODUCTIONS: Participants briefly introduced themselves.

APPROVAL OF MINUTES: The minutes for the April 28, 2015 meeting were unanimously approved.

COMMUNICATIONS:

- Director of Libraries Norma Kula distributed and discussed the county's streamlined organizational chart.

NEW BUSINESS:

- Board member Stephanie Griffiths made a motion to approve the deaccessioning of Sheet Music to the Wolfsonian Museum. Board member George McHugh seconded and the motion passed unanimously.

CONTINUING BUSINESS:

- Useful: the Board was given a tour of the computer labs by Senior Librarians Patricia Blanco and Robin Henderson prior to the meeting start.
- Director of Libraries Norma Kula updated the Board on the budget discussions to be held later in the summer. She explained that Department Heads were directed to submit a flat budget including a 2% salary increase. The Board members and Mayor Pro Tem asked about library revenue and how it was allocated. Board member Stephanie Griffiths suggested that staff pursue TDC funding.
- Director of Libraries Norma Kula updated the Board on the Marathon Library building project. An architectural firm has been selected from the RFQ process and a contract is expected to be on the next BOCC meeting agenda.
- Director of Libraries Norma Kula distributed an update to the "Duties, Functions & Responsibilities of Public Library Advisory Board Members" section of the Handbook.

- The Board determined that Takeaway items will be to advocate to their County Commissioners for an adjusted budget and to participate in Marathon Library building project focus groups and roundtables.
- Board member George McHugh suggested that fellow board members view online presentations and information at <http://knightfoundation.org> and the Association of Library Trustees at <http://www.ala.org/united/> He also announced his donation of the files of Upper Keys boat builder, Dooley Glander, to the Florida History collection.

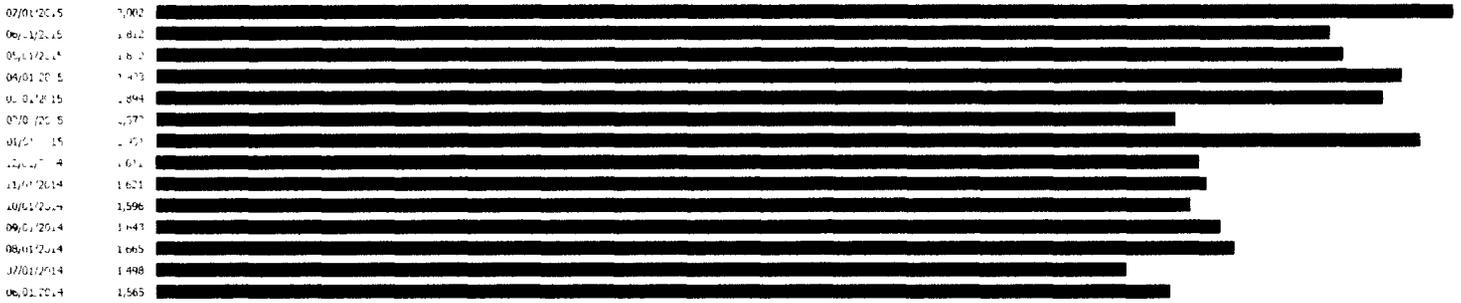
ADJOURNMENT: The meeting was adjourned at 12:03 pm. The next meeting will be August 25, 2015 at the Marathon Library.

Respectfully submitted,

A handwritten signature in black ink that reads "Anne Layton Rice". The signature is written in a cursive, flowing style.

Anne Layton Rice
Library Administrator

OverDrive Circulation Activity by Month



New User Registrations by Month



Monroe County Library—June 2015

Circulation						
Adult	1,709	1,034	1,579	1,289	4,013	9,624
Juvenile	1,374	487	1,112	589	3,101	6,663
Audio/visual	1,525	1,169	2,200	1,476	5,676	12,046
Total	4,608	2,690	4,891	3,354	12,790	28,333
% Change Previous YR	-4%	18%	1%	0%	3%	2%
Check out Type						
First time	3,503	1,598	4,078	2,636	9,167	20,982
Renewals	1,105	1,092	813	718	3,623	7,351
Borrowers						
Adult	8,060	2,617	5,827	4,262	14,296	35,062
Juvenile	851	394	1,255	465	2,519	5,484
Fee	141	136	344	124	269	1,014
Location total	9,052	3,147	7,426	4,851	17,084	41,560
Added this month	66	21	47	29	180	343
Usage						
PC Sessions	1674	622	1626	721	1901	6,544
% Change Previous YR	41%	-12%	11%	16%	-38%	-7%
Wireless Sessions	607	278	586	192	2820	4483
% Change Previous YR	80%	7%	72%	6%	106%	80%
Library Visits	6,189	3,194	4,701	2,986	14,095	31,165
% Change Previous YR	-11%	-9%	21%	-2%	4%	-3%
eVisits			406,934			
% Change Previous YR			-23%			
Reference Services						
Info, In-Person	1,015	365	546	463	5,985	8,374
Info, Telephone	717	163	115	132	2,039	3,166
Info, Electronic			237			
Programming						
Adult, Number	4	7	11		11	33
Adult, Attendance	54	54	69		81	258
Juvenile, Number	16	2	16	4	34	72
Juvenile, Attendance	751	70	192	51	654	1,718
Class Visits, Number			5		1	6
Class Visits, Attendance			84		64	148
Adult Outreach, Number				1	3	4
Adult Outreach, Attendance				8	34	42
Juvenile Outreach, Number	1		1	2	0	4
Juvenile Outreach, Attendance	220		30	84	0	334
Community use, Number	14	13	7	12	12	58
Community use, Attendance	296	194	49	85	217	841
Volunteers						
Number	9		3	1	30	43
Hours	180		54	14	168	416
Revenue						
Copier	\$278.30	\$54.90	\$182.50	\$193.70	\$380.55	1,089.95
Fines	\$257.75	\$71.75	\$144.45	\$148.10	\$518.25	1,140.30
Lost Material	\$0.00	\$14.95	\$32.00	\$35.00	\$131.39	213.34
Fee	\$0.00	\$30.00	\$90.00	\$30.00	\$150.00	300.00
Storage	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0.00
Total	\$536.05	\$171.60	\$448.95	\$406.80	\$1,180.19	\$2,743.59

Monroe County Library—July 2015

Circulation						
Adult	1,661	870	1,494	1,269	4,200	9,494
Juvenile	1,620	527	1,491	588	2,861	7,087
Audio/visual	1,618	948	2,123	1,347	6,173	12,209
Total	4,899	2,345	5,108	3,204	13,234	28,790
% Change Previous YR	-12%	-7%	-3%	-10%	-3%	-6%
Check out Type						
First time	3,576	1,378	4,017	2,544	9,716	21,231
Renewals	1,323	967	1,091	660	3,518	7,559
Borrowers						
Adult	8,114	2,629	5,851	4,291	14,442	35,327
Juvenile	854	396	1,265	469	2,538	5,522
Fee	142	136	344	124	271	1,017
Location total	9,110	3,161	7,460	4,884	17,251	41,866
Added this month	59	15	39	36	177	326
Usage						
PC Sessions	1041	641	1484	708	1899	5,773
% Change Previous YR	-13%	6%	33%	6%	-47%	-19%
Wireless Sessions	587	212	621	225	2725	4370
% Change Previous YR	62%	-13%	81%	-25%	63%	50%
Library Visits	6,528	3,086	4,261	3,227	15,999	33,101
% Change Previous YR	-14%	-11%	0%	-2%	2%	-3%
eVisits			329,575			
% Change Previous YR			-38%			
Reference Services						
Info, In-Person	1,090	341	606	383	6,905	9,325
Info, Telephone	851	156	168	192	1,107	2,474
Info, Electronic			445			
Programming						
Adult, Number	6	4	6		13	29
Adult, Attendance	64	35	44		86	229
Juvenile, Number	25	4	19	10	40	98
Juvenile, Attendance	629	94	259	157	841	1,980
Class Visits, Number			5		7	12
Class Visits, Attendance			75		280	355
Adult Outreach, Number				4	4	8
Adult Outreach, Attendance				34	33	67
Juvenile Outreach, Number				4		4
Juvenile Outreach, Attendance				47		47
Community use, Number	10	12	13	9	20	64
Community use, Attendance	364	114	98	49	112	737
Volunteers						
Number	10	2	5	1	26	44
Hours	188	7	30	10	193	428
Revenue						
Copier	\$233.70	\$50.30	\$187.90	\$133.30	\$345.90	951.10
Fines	\$241.15	\$84.75	\$199.72	\$105.80	\$401.91	1,033.33
Lost Material			\$25.00		\$5.99	30.99
Fee	\$30.00				\$120.00	150.00
Storage						0.00
Total	\$504.85	\$135.05	\$412.62	\$239.10	\$873.80	\$2,165.42