

MONROE COUNTY PUBLIC LIBRARY  
Minutes of the Library Advisory Board  
Key West Library  
April 26, 2016

**CALL TO ORDER**

The meeting of the Monroe County Library Board was called to order at 10:30 a.m. by Chair Michael Shields. Present were Board members Stephanie Griffiths and George McHugh.

Participants included (alphabetically), Juana Careaga, Mayor Carruthers, Reference Librarian Robin Henderson, Headquarters Librarian Nancy Howanitz, Circulation Librarian Michael Nelson, Library Administrator Anne Layton Rice, and Archivist Breana Sowers.

**INTRODUCTIONS:** Participants briefly introduced themselves.

**APPROVAL OF MINUTES:** The minutes for the February 26, 2016 meeting were unanimously approved.

**COMMUNICATIONS:**

- Director of Libraries Norma Kula sent her regrets. Chair Michael Shields congratulated the Key West Friends of the Library for their recent wish list donation. Library Administrator Anne Layton Rice reported on the status of the District 2 Board member appointment, Overdrive usage and WiFi statistics. Robin Henderson reported on the performance of the Useful system. Michael Nelson described upgrades to circulation area, auditorium and conference room. Library Administrator Anne Layton Rice discussed collaboration with FIU for archival document and photograph storage and delivery.

**New & CONTINUING BUSINESS:**

- Archivist Breana Sowers reported on a recent National Endowment for the Humanities Preservation Assistance Grant application. Materials to be treated are imperiled and require new shelving. Future grants will address the library's film collection. Fluctuations with the air handling system were discussed.
- Chair Michael Shields discussed library policy for withdrawn or challenged materials. Library staff explained procedures for handling anomalous complaints about library materials.

- Library Administrator updated the Board on the Marathon Library building project. The architectural firm has been in contact with the library regarding needs and has provided schematics for consideration. The square footage has been reduced from 17,000sf to 14,000sf due to increasing construction costs. Public meetings are tentatively planned for June 2016.
- Mayor Carruthers discussed budget priorities for the BOCC, including climate change challenges, aging infrastructure, and retirement benefits. A Budget Workshop is scheduled for May 24<sup>th</sup>.
- The Board determined that their Takeaway item will be advocating for the Library budget and to attend public hearings for the new Marathon Library.

**ADJOURNMENT:** The meeting was adjourned at 11:35 pm. The next meeting will be June 28th, 2016 at the Marathon Library.

Respectfully submitted,

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

Anne Layton Rice  
Library Administrator