



Monroe County Public Library
Library Advisory Board



Meeting Minutes

Meeting Date: Tue 4/19/2022

Meeting Time: 12:00 PM - 1:00 PM

Meeting Location: Virtual & 3490 Overseas Highway, Marathon, Florida 33050

Attendees:

Mayor David Rice
Kimberly Matthews
Meg Cabot
Kate Deloach
Beth Ramsay Vickrey
Tiffany Moore
Michael Nelson
Lisa Booker

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| 12:00 | Called to order by the Chairperson, Meg Cabot. | Meg Cabot |
| 12:01 | The board voted to approve the minutes from the last meeting. | Meg Cabot |
| 12:04 | Introduction of New Board Member
Beth Ramsay Vickrey from Marathon, Florida is the newest Library Advisory Board member. Her many notable accomplishments include being the founder of the No Name Key Property Owners Association and her extensive work with animal rescue causes and initiatives. | Kimberly Matthews |
| 12:07 | ARPA Grant Update
All items to be purchased for the grant have been ordered. The 60 laptops have been received and are being configured. The firewalls have also been configured. The I.T. and Project Management teams are working with the library to ensure the infrastructure is complete for this new enterprise hardware and software. Bernstein Park will be the location of the Holds Locker device and the large 24-Hour Library. The Tavernier Town Center has not generated a lease for the 24-Hour Library to be housed at that location. So, the library is researching other locations such as Rowell's Waterfront Park. | Kimberly Matthews |



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- 12:10** BOCC Facility Needs Assessment Directive Kimberly Matthews
- The library is looking to present options to the Board of County Commissioners in August for large-scale facility needs at the branches. Library management is determining which branches might best be served enhancing their current buildings and which branches might best be served by potentially acquiring a new location. Specifically for Islamorada and Key West, it will be recommended that the county hire an architectural consultant to evaluate the locations and offer professional recommendations for those branches. The library is in a data-compilation mode and this board is encouraged to send the Library Director suggestions for enhancing the branches.
- 12:13** Highlight of Public Service Accomplishments Michael Nelson
- Key Largo – They recently held six outdoor concerts. In March, they held a community resource fair for thirty non-profits to share information with the community. That branch is very active in the community with their outreach programs.
 - Islamorada – One of their ongoing programs is the Story Walk activity that places sections of a book along a path so readers can walk from page to page. This program is offered at the other branches as well. The Islamorada Branch also has an initiative to increase the use of the library's Libby app for accessing e-books and e-audiobooks.
 - Marathon – The new building holds numerous programs for kids, adults, and seniors including Mah Jong Madness. They hold outdoor concerts; recently the band The Kennedys played. The branch continues to hold their speaker series for local authors.
 - Big Pine- Their book club meetings are very popular with the community. That branch also holds various story time crafts and games for kids.
 - Key West – Their Youth Services department held an Easter program that made the front page of the Citizen newspaper. Their popular speaker series recently hosted a well-received event with Meg Cabot and a screening of the film *The Princess Diaries*. The branch held a fundraising gala featuring Sam Sifton, the current Assistant Managing Editor of *The New York Times*. The gala accounted for \$14,450 in fundraising this season. Also, The International Female Flag Football players held a speaking event to highlight their organization and cause. News of the new 24/7 libraries also made the front page of the Citizen newspaper.



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- 12:20** Donation of Captain Perry's Logbook
The Monroe County Public Library accepted Captain Perry's logbook that was donated by the Haffenreffer family. The generous donation of the 1822 USS Shark logbook by the KWMHS to the archives of the Florida Keys History Center was presented as one of the events during the Key West Anniversary celebration. The press was on site including WLRN.
Kimberly Matthews
- 12:21** Update on Board Member Email Addresses
It is not the preference of the county's I.T. department to give every board member of every county department's board their own email address; it is cost prohibitive. If Library Advisory Board members wish to use their personal email, that is up to each of them. The only things that are discoverable are conversations about county business, conversations sent to Kimberly Matthews. Another option is to set up a Gmail address using the board member's district. If the address is kept generic and includes the district number, it could be passed along to the following board member.
Kimberly Matthews
- 12:23** MCPL Policy Manual Status
The MCPL Policy Manual has been updated and added to the April BOCC agenda for approval. One point worth mentioning, included in the policy is a process that offers layers of review for library materials that a member of the public feels should be removed from the shelves. The three options the library proposes to be taken at the end of the layers of review are for the library materials to either (1) stay, (2) be reclassified, or (3) be removed.
Kimberly Matthews
- 12:27** Professional Development Spotlight: Banned Book Trend in Public Schools and How Public Libraries Differ
Michael Nelson gave a presentation discussing some of the philosophical and ethical conversations library staff are having regarding library materials being challenged. The American Library Association provides a list of the ten most challenged books in schools in 2021. The ALA also offers statistics such as in 2021, the number of challenged books doubled from the previous year. Florida was the state with the third highest number of challenges with 204. Public libraries should be aware and vigilant. But public libraries should keep in mind that there are different circumstances from a school requiring a text as part of a curriculum and a public library where a person is not required to take items from the shelves to read.
Michael Nelson
- 12:32** County Ordinance Revisions Regarding the Library Advisory Board
County Ordinance #15-72, the county code that establishes the Library Advisory Board was drafted in the 1970s and was most recently updated in 1981. Library management is looking to revise this policy that addresses the Advisory Board's duties. The general plan is to pivot the duties of the board from decision-making and policy-drafting to an advisory board to act as a sounding board for library initiatives.
Kimberly Matthews



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12:35 The library has several items on the April 20, 2022 BOCC agenda:

- Approval of the library's policy manual.
- Adding a Community Affairs Administrator staff position: This position will help the library system manage its numerous outreach programs and extend its presence to local events throughout the county to help build the library's user base.
- Florida History Center's two positions: An offer has been made to a candidate for the position of Manager of the Florida History Center. The person selected will immediately have to begin cataloging the collection which could take anywhere from five to ten years. To meet the needs of the Florida History Center, the library is proposing to offer a second position to a person who will be forward facing, do more community outreach, conduct programming throughout the county, and host speaking engagements. Both positions will be versed in both types of work, cataloging & outreach. However, having two positions will allow one to focus on one type of task while the other focuses on the other. After the extensive collection is archived, we want to extend the programmatic aspect of the FHC to each of the branches – kids programming, speaking, etc. while the other person is at the Key West location.
- Marathon Branch's two Library Assistant positions: The Marathon Branch's patronage is up 500%. Adding these two positions should assist in meeting the many and varied needs of the library as it hosts multiple library and community programs.

12:42 Adjourned

Meg Cabot