

**MINUTES OF THE  
TOWN OF LADY LAKE  
REGULAR MEETING OF THE LADY LAKE LIBRARY BOARD  
LADY LAKE, FLORIDA**

**January 8, 2015  
4:00 p.m.**

The Lady Lake Library Board Meeting was held in the Town Hall Commission Chambers at 409 Fennell Blvd., Lady Lake, Florida. The meeting convened at 4:00 p.m.

**MEMBERS PRESENT:** Chairperson/Member Dr. Paul Harsh, Vice Chairperson/Member James Page, and Member Dorothy Grubb

**MEMBERS ABSENT:** Member Linda Underhill

**TOWN STAFF PRESENT:** Marsha Brinson, Library Director; Kris Kollgaard, Town Manager; and Nancy Slaton, Deputy Town Clerk

**OTHERS PRESENT:** Mayor/Commissioner Ruth Kussard and Frank Kirschenheiter, Lake County Library Board Liaison (arrived 4:07 p.m.)

**CALL TO ORDER:** Chairperson Dr. Paul Harsh called the meeting to order at 4:00 p.m.

**INVOCATION:** Reverend Tom Ash, New Song Community Church

**PLEDGE OF ALLEGIANCE**

**OPEN FORUM:** There were no comments from the audience.

**APPROVAL OF MINUTES:** December 11, 2014

Member Grubb commented that staff does an excellent job on the minutes.

*Upon a motion by Member Grubb, with a second by Vice Chairperson/Member Page, the Lady Lake Library Board approved the minutes of the December 11, 2014 regular meeting as presented by a vote of 3 to 0.*

**REPORT BY CHAIR:** Chairperson Harsh stated he had nothing to report today.

**REPORT BY TOWN COMMISSION LIAISON:**

Mayor Ruth Kussard reported that two big businesses are coming into Lady Lake: Texas Roadhouse, a restaurant which will be next door in between Town Hall and Sam's Club; and SteinMart, a department store which will go in across the street behind McDonald's and next to Kohl's.

She also reported that there will be a pro-police rally held on Wednesday, January 21, 2015 at 1 p.m., at Lake Sumter Landing in support of Police, Sheriff's Departments, Highway Patrol, and first responders.

Town Manager Kris Kollgaard reported that The Villages 10-13 Club (made up of retired New York Police Officers) is sponsoring the rally.

**REPORT BY LAKE COUNTY LIBRARY ADVISORY BOARD REPRESENTATIVE:**

Frank Kirschenheiter reported that there was no Lake County Library Board meeting this past month. He stated he met with Paul Albert and discussed the Lake County Advisory Board and the different libraries in the area for a couple of hours. He stated he has a couple of PowerPoint presentations regarding this that he could e-mail to the members if they desired, and he can present them at the next Library Board meeting.

Chairperson Harsh stated he would like that very much.

**REPORT BY LIBRARY DIRECTOR:**

Marsha Brinson, Library Director, thanked the Library Board for all of their help and support of all they are working toward at the library. She stated she has completed six months as the Library Director and has enjoyed it, and is pleased with the accomplishments thus far. She passed out the January calendar.

Ms. Brinson stated the youth library has a very active story time and children's programming going on now, which will include a baby story time starting in February that she will be doing. She stated staff member Nicole is doing a good job and is heading art classes and an artist program once a month. Ms. Brinson reported that tech classes are being held on Wednesday's headed by staff member Lori. She stated that the Friends of the Library purchased 12 seven-inch tablets which have been loaded with educational games for use in the tech classes and nine children attended yesterday. She stated that the IT Director taught the Scratch program at the library over the Christmas break, with help from his daughter, and there was a nice article in the newspaper regarding this.

Ms. Brinson stated that adult programming is also taking off, and Patrick Smith, author of A Land Remembered, will host a book discussion on February 27<sup>th</sup>. His son, Rick Smith, will present his multi-media show on March 27<sup>th</sup>. She stated that the new circulation assistant, Aly, has created the monthly calendar of events and given the library a presence on Facebook. Ms. Brinson stated that AARP will hold their smart driver course on January 12<sup>th</sup> and 14<sup>th</sup>, and will have tax aide beginning in February, which brings a lot of people into the library. She stated this is a busy time of year with the seasonal residents coming in from Water Oak and surrounding areas for library cards.

**OLD BUSINESS:** No old business.

**NEW BUSINESS:** No new business.

**COMMENTS BY BOARD MEMBERS/OTHERS:**

Chairperson Harsh asked how he would address Library personnel issues.

Town Manager Kris Kollgaard asked that she be contacted regarding any personnel issues.

Member Grubb commented that it was great that the library is being represented so well in the paper lately with the articles coming out. She gave kudos to the Library Director for this.

Ms. Brinson replied that she has developed a good rapport with the newspaper reporter and that her son comes to many of the programs at the library.

Vice Chairperson/Member Page asked the status of the Board membership since it currently has only four members. He stated he knows that Mr. Kirschenheiter submitted an application for the Board in the past.

Ms. Kollgaard replied that the Town advertises in all the papers at the beginning of the year for applications for members for the different boards, and it will go out at the end of this month. She stated once applications are received, they will be submitted along with any current applications on file for the Board's review and then they will go before the Commission.

Chairperson Harsh confirmed that the Library Board is only looking for one new member at this time.

Ms. Kollgaard reported that a former employee of the library has been replaced, and since the former employee had been making more money than the current employee because they had been with the Town for quite a few years, there is now enough money left in the library's budget to hire a part-time employee without going over budget. She stated the youth library is getting more active, and Ms. Brinson has suggested that a part-time person be hired to help in the youth library as it will help cover lunch hours and help with safety concerns as the youth library is set apart.

Chairperson Harsh asked if the Board could get a copy of the conduct protocol for employees working with youths to be sure it is what it ought to be. He stated some protocols have that no one worker be left alone with a child, doors should be left open, etc.

Ms. Kollgaard replied that he could. She stated that all employees undergo a background check, and any changes made to the protocol will need to go through the Human Resource Department and the labor and insurance attorneys before going before the Town Commission. She stated it is a good idea from a liability standpoint to review the protocols periodically for needed updates and because things change as well.

*Upon a motion by Member Grubb, with a second by Vice Chairperson/Member Page, the Lady Lake Library Board approved their support for the hiring of a part-time employee for the library by a vote of 3 to 0.*

**ADJOURN:** *With no further business or discussion, and upon a motion by Vice Chairperson/Member Page, the meeting was adjourned at 4:21 p.m.*

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Julia Wolfe  
Staff Assistant to Town Clerk

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Dr. Paul Harsh, Chairperson