

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

**December 11, 2014
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, Member Dorothy Grubb, and Member Linda Underhill

TOWN STAFF PRESENT: Marsha Brinson, Library Director; Kris Kollgaard, Town Manager; and Julia Wolfe, Staff Assistant to Town Clerk

OTHERS PRESENT: Frank Kirschenheiter, Lake County Library Board Liaison; Mayor/Commissioner Ruth Kussard

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

PLEDGE OF ALLEGIANCE

INVOCATION: Associate Pastor Sean Penn, Fairway Christian Church

OPEN FORUM: There were no comments from the audience.

APPROVAL OF MINUTES: November 12, 2014

Upon a motion by Vice Chairperson/Member Page, with a second by Member Grubb, the Lady Lake Library Board approved the minutes of the November 12, 2014 regular meeting as presented, by a vote of 4 to 0.

REPORT BY CHAIR: Chairperson Harsh stated his health should be improving and he is looking forward to a significant change in his involvement on the Board and around the area. He thanked Mr. Page for covering in his absence.

REPORT BY TOWN COMMISSION LIAISON: Mayor Ruth Kussard reported that Light up Lady Lake is being held this Friday at the Log Cabin at 6:15 p.m.

REPORT BY LAKE COUNTY LIBRARY ADVISORY BOARD REPRESENTATIVE:

Frank Kirschenheiter stated he had nothing to report as he missed the last meeting, but he checked in and there was no new or old business. He stated they had a demonstration of a reservation system and a Villages Elementary School after-school contest which the Library Director will talk about. He stated he has an orientation scheduled with Lake County on January 5th to go over some background.

REPORT BY LIBRARY DIRECTOR:

Marsha Brinson, Library Director, stated the new reservation system is called Evanced and it enables the library to enter all their programs and classes onto a website that is attached to the Lake County Library page, and people can see all the programming in the County. She stated it also has the capability to allow people to pre-register for all the programs. She stated staff is working on getting all the on-going programs onto the calendar.

Ms. Brinson stated the library had a library card drive for all the elementary schools in Lake County and the Villages Elementary School came in second with 636 applications. She stated all the new applications have to be entered, but it should be easier, cleaner and faster with the new Integrated Library System (ILS). She stated the library cards will be presented to the school after the New Year and they are planning on having a celebration.

Kris Kollgaard asked Ms. Brinson to let her know beforehand so she can let the Commissioners know and get the press to attend.

Ms. Brinson stated Santa Clause was at the library yesterday. She stated the new staff member, Alicia Herman, is young and excited about her job, and is a photographer as well, and she took pictures of the children and Santa. Parents will be able to pick up photos today.

Ms. Brinson stated the first technology class was taught this past Tuesday. She discussed it and showed the Board two kits: 1) Connect, and 2) Snap Circuit Kit. She stated a lot of the classes will be offered during winter break.

Mayor Kussard asked if the kits were available to parents.

Ms. Brinson stated they are being used in the library, but the kits can be purchased and are available on Amazon.

Ms. Brinson stated the increase in programming, from when the new library opened in 2011 until today, is listed as follows:

- 112% increase in adult programming
- 118% increase in adult attendance
- 25% increase in youth programs
- 40% increase in youth attendance

Ms. Brinson stated the library's staff is very enthusiastic and dedicated and is interested in bringing the best that they can bring to the library and the community.

Mayor Kussard asked what age group the programs are geared toward.

Ms. Brinson replied it is focused on children ranging from 8 to 14 years of age, but adults are also interested in the programs. She stated they are working on a program for the 3-D printer that will be offered during winter break.

Ms. Brinson stated the library is applying for a grant called the AWE Station, which is an early literacy computer that will be free and maintained under the grant. She stated it is a small child sized computer with a bright colored keyboard, which comes pre-loaded with 250 learning games with no internet access. She stated the electricity will be the only cost to the Town. Ms. Brinson stated there is a lot of grant money that is available for different uses that the library may be looking

at. She stated the Friends of the Library are purchasing 7" tablets for the after school tutoring program.

Mr. Brinson stated the new staff member has created a monthly calendar with all the library's programs listed on it and it is also posted on social media with photos. She asked the Board if they had any questions.

Chairperson Harsh asked Ms. Brinson how the Board can support, enable or expand on the ideas or needs to keep doing what the library staff is doing.

Ms. Kollgaard suggested the Board take a tour of the library and see some of the changes at one of the meetings.

Ms. Brinson stated the teen hang-out room was converted to a classroom and there is a dedicated story-time room. She stated volunteers are needed, especially in the children's section.

Chairperson Harsh asked how the library stood with paid employees.

Ms. Brinson replied there are seven full-time employees and she would rather the volunteers not have access to patrons' records. She stated the library has some wonderful volunteers.

Ms. Kollgaard stated they may be able to hire a part-time employee for the library with no increase to the budget since there have been some changes in personnel and salary. She stated that will be finalized and taken to the Commission for approval.

Ms. Brinson stated that will be a huge benefit to the library if approved, and she will be looking for a certain skill set; someone who has experience working with youth and has technical skills.

Chairperson Harsh asked what skill set she will be looking at for the part-time position.

Ms. Brinson replied she wants staff that is able to do programming and teach computer classes, as John has been very helpful, but is not always available.

Ms. Kollgaard stated that would be great because IT Director John Pearl is very busy with IT issues at Town Hall. She stated the library is very structured now and it is not just children playing video games; there are programs and they are actually learning.

Chairperson Harsh asked if there is anything the Board can do as far as needs.

Ms. Brinson asked if they knew anybody who would like to volunteer for a few hours a week and commit to some specific times. She stated mothers with young children have begun coming back to the library and story-time is very active. Ms. Brinson stated she would like to become involved in the children's programming as this is her background and include the lap-sit program for those from 3 to 18 mos. of age. She stated the library is an important asset to the community and it is changing. She discussed some of the programs that are available.

Ms. Kollgaard stated they are hoping the programming classes for the youth takes off, which is nice because the second floor has plenty of room to expand.

Chairperson Harsh commented that if they coordinate with what the schools are doing and make that connection, the library should get hundreds of students.

Ms. Brinson stated she and Mr. Pearl are going to visit a lot of the area schools in January to form a partnership to have children do internships at the library. She stated The Villages Charter High school has a computer science academy, where juniors get to choose from numerous academies such as entrepreneurial, culinary arts, and science.

Vice Chairperson Page asked if there are any adult event type programs coming in the near future.

Ms. Brinson stated they just had an appraiser fair that appraised antiques, but that most everything is library planned at this time. She stated Best Buy recently had a program to talk about tech toys. She stated the Alzheimer's Association will be there in January to discuss the topic and care-giving; SHINE is still there every Wednesday; and AARP recently completed their training class for the Tax Aide sessions to encompass January, February, March to April 15th.

Chairperson Harsh asked if the library was looking for outside concerns to come in and do programs. He stated he now has a lot of contacts with the Mayo Clinic and they probably have educational teams that go out for various health concerns. He stated he will check into this.

Ms. Kollgaard stated they have also had FDLE come in and provide classes on different scams, but that health education is a good idea.

Member Underhill commented that Ms. Brinson is doing a marvelous job and the Board appreciates her very much.

Ms. Brinson announced that Jean Ganske and Lily Kliot have turned in their letters of resignation as members of the Library Board. She read their letters for the record.

Ms. Kollgaard stated the Board will be reduced to a five member board through attrition so there will be one position that needs to be filled. She stated she will put an ad in the paper after the first of the year and bring any applications before the Board. She stated the Board will then review the applications and make a recommendation to forward to the Town Commission.

OLD BUSINESS: No old business.

NEW BUSINESS: No new business

ADJOURN: With no further business or discussion, and upon a motion by Member Underhill, the meeting was adjourned at 4:45 p.m.

Julia Wolfe
Staff Assistant to Town Clerk

Dr. Paul Harsh, Chairperson