

**City of Pinellas Park, Florida  
Barbara S. Ponce Public Library  
Library Advisory Board Meeting  
December 4, 2025 6:30 pm  
Unapproved Minutes**

Present: Trish Le (Chair), Sara Nieves (Vice-Chair), Patricia Bennett, Joanne Cherry and Elaine Bovinette  
Absent: Melissa Gonzalez and Emily Mullins  
Guest: Elizabeth (Betty) Facey - New Board Member Candidate  
City Staff Present: David McMurrin, Library Director and Debra Surprenant, Administrative Clerk

1. **Call to Order** - The meeting was called to order by Chair Le at 6:31 p.m.
2. **Approval of November 6, 2025 Meeting Minutes** - Ms. Bennett moved with a second from Ms. Nieves that the November 6, 2025 minutes be approved, as amended. All Ayes. Motion passes.
3. **Monthly Statistics** - Mr. McMurrin highlighted several items from this month's statistics, including this month's usage numbers are down a little but we believe this is a function of the decrease in hours that we are open in November for holidays.
4. **Old Business**
  - A. Update on New Board Member – Elizabeth (Betty) Facey – Mr. McMurrin explained that her appointment item will be scheduled for a City Council Workshop and Meeting in January.
  - B. Discussion on Library By-Laws – Mr. McMurrin asked the Library Board if they had any other changes to their By-Laws other than the official change of meeting time approved at the last meeting. There were no other changes.
5. **Director's Report**
  - A. **Access**
    - i. Building Project Updates:
      1. The library windows are still being installed. The installation was delayed due to some incorrect measurement issues that needed to be corrected. The project should be completed very soon.
    - ii. Security Cameras being updated/replaced:
      1. Starting Monday, December 8<sup>th</sup>, re-wiring will start for the new security cameras.
    - iii. The new Youth Services Teen Librarian, Katie Taylor, has a start date of December 10<sup>th</sup>.
    - iv. The Pinellas Park Art Society's last day in the library is December 31, 2025. Their last event will be their Christmas Party this Saturday.
    - v. The library will close early and be closed on the following days:
      1. Saturday, Dec. 13<sup>th</sup> closing at 3pm for Annual Christmas Parade
      2. Tuesday, Dec. 23<sup>rd</sup> closing at 5pm
      3. Wednesday, Dec. 24<sup>th</sup> through Dec. 27<sup>th</sup>
      4. Wednesday, Dec. 31<sup>st</sup> closing at 5pm
      5. Thursday, Jan. 1<sup>st</sup>

## **B. Awareness**

- i. Annual Report –
  1. Final Approval of the Annual Report: The 2025 Annual Report was presented to the Library Board. Mr. McMurrin went over the report with the board. Ms. Bennett moved with a second from Ms. Bovinette to approve the 2025 Annual Report as presented. All Ayes. Motion passes.
  2. Annual Report Presentation to City Council-January 8, 2026: The Library Board was encouraged to attend the City Council on January 8<sup>th</sup> at 6pm at City Hall.
- ii. PPLC Updates – Mr. McMurrin stated that the library is offering a new data base which gives access to free legal forms.

## **C. Literacy**

- i. Library Programs & Events: Mr. McMurrin highlighted the upcoming programs from both the Youth and Adult Calendars.

## **D. Friends of the Library Update:**

- i. Mr. McMurrin shared that the Friends are developing an email to notify members that a Nominating Committee is being set up to nominate new officers. The Friends February 5<sup>th</sup> meeting will be their Annual Meeting as established by their By-Laws. Youth Services Librarian Ginger Brengle promoted the “Santa Letter Writing Workshop” for anyone interested in responding to letters received in the City Hall Santa Mailbox.

## **6. New Business**

- A. Interview Perspective Board Member – Mark Opyd: Mr. Opyd was not in attendance to be interviewed.
- B. Proposed Meeting Dates for 2026 - Ms. Bovinette moved with a second from Ms. Cherry to approve the 2026 Proposed Meeting Dates. All Ayes. Motion passes.
- C. Election of Chair and Vice-Chair:
  - i. Ms. Bennett moved with a second from Ms. Nieves to nominate Ms. Bovinette as Vice-Chair of the Library Board for a term of 1 year, expiring December 31, 2026. All Ayes. Motion passes.
  - ii. Ms. Bennett moved with a second from Ms. Cherry to nominate Ms. Nieves as Chair of the Library Board for a term of 1 year, expiring December 31, 2026. All Ayes. Motion passes.

## **7. Next Meeting:**

- A. City Council Meeting, Thursday, January 8, 2026 at 6pm for the Annual Report Presentation
- B. Regular Meeting: Thursday, February 5, 2026 – 6:30pm

## **8. Adjournment:** The meeting was adjourned the meeting at 7p.m.

Respectfully Submitted,

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Trish Le - Chair

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David McMurrin, Library Director

BARBARA S. PONCE PUBLIC LIBRARY

# ANNUAL REPORT

Now, more than ever.



2025



# **PRESENTED TO CITY COUNCIL**

Sandra Bradbury, Mayor

Tim Caddell, Vice Mayor

Ricky Butler

Keith V. Sabiel

Patti Reed

# **BY THE LIBRARY BOARD**

Trish Lê, Chair

Sara Nieves, Vice Chair

Patricia Bennett

Joanne Cherry

Melissa Gonzalez

Emily Mullins

Elaine Bovinette

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# OVERVIEW

## Now, more than ever.

The fiscal year of 2024-5 brought a lot of improvements to the Barbara S. Ponce Public Library and challenges to the city as a whole. Following a year of two major hurricanes and changes for the building and its functions, we found ourselves surpassing the previous metric. The library is still moving forward and growing; able to adapt in order to fill in the needs of its community.

Most obvious may be our structural and aesthetic changes. With hurricane-proof windows and a new coat of paint, the library looks fresh and feels more secure. Additionally, we have created more shelf space and shelving units themselves in order for our collection to become more accessible and visually appealing to our patrons.

To make this change possible, as well as the chance to refine and update our items, the library conducted a full-scale inventory of its collection. What we learned from our metrics is that we are doing the right thing; our statistics reflect that we have had more engagement with citizens both in our programs and with our collection.

# STRATEGIC GOALS

It's been another strong year in meeting our strategic goals. We have surpassed 20,000 residents with library cards! We continue to clean up registrations every year to maintain an accurate count of our citizens. Most of our newer or renewed cards are active users of the library. Can you believe back in 2016 we had only 10,000 residents with library cards?

Participation in our youth services programs has been revolutionized by our use of the new Civic Rec registration platform. Parents can register their children for our programs online, at any time. Parents receive reminders of programs their children have signed up for, an incredible convenience which has also increased our attendance by over 50%. Our programs are packed!

It is gratifying that the adult programming participants who are Pinellas Park residents stays high each year. We add new programs every year to attract our citizens to the library in different ways. What we particularly enjoy is when a program series strikes a chord, and a community grows up around that program.



This has been a particularly strong year for our partnership programs. Partner programs allow us to bring in local experts to improve the quality and impact of programs for our citizens, and allows us to free up our own staff experts in childhood literacy, technological literacy, and arts literacy.

What we're most proud of is the final measure - almost half of our circulation is checkouts from our citizens. Working to improve the health of the collection has been a main focus of this year, and its success is reflected in the patrons' increased use of our materials.

Strategic Measures	2022-23 Actual	2022-23 Actual	2024-25 Actual
Number of library cards held by Pinellas Park residents	16,385	18,883	20,415
Percentage of youth programming participants who are Pinellas Park residents	55%	46%	36%
Percentage of adult programming participants who are Pinellas Park residents	60%	66%	49%
Percentage of all programs that include a partner agency or a local talent expert, etc.	34%	26.86%	44%
Percentage of books and other library materials checked out to Pinellas Park residents	42%	47.37%	49%

Through inventorying, weeding and purchasing, the collection has been polished and refined this year. Staff took exceptional time to work through our items in order to make sure information was the most accurate and up to date for the community. This also allowed staff to clean up individual collections in order to gain access to a statistic that provides new information and perspectives on overall collection health.

In 2025, we had a total of sixty-nine individual and organizational partners that hosted/assisted with programs in our library. Monthly we have organizations such as the Veterans Affairs (VA), Volunteers Across America, MetroMinistries, and Hispanic Outreach Center providing help for those in need. The Zero Suicide Partners of Pinellas (ZSPoP), in tandem with the Suncoast Center, has worked with us to reach minority communities.

Our program attendance is very high. We had 10,789 program attendees this year, almost 2000 more than last year. We are becoming increasingly efficient with our programming - despite closing on Sundays in June, we still increased our number of programs by 65 over last year's programs.









## Hunkering down

The new hurricane resistant windows, funded by a grant, are a benefit to both the library and the City. Previously, essential staff were needed before a hurricane event in order to shutter the library's windows, which took them away from other necessary storm preparations. Other buildings in the city will now get needed extra time before the storm.



Even though last hurricane season was mild, it's important that the library be ready to open as soon as possible after the storm, as we are a needed link for families who have lost power or internet access to be able to update their family on their status. We also serve as crucial internet access for post-storm repairs and claims, in addition to being able to provide needed relief from the heat for citizens without air conditioning after a storm.



# IN DEPTH

## **Library Income** **\$3,143,064**

City Budget Allocation	\$2,563,057
County Taxes via PPLC	\$538,288
Copy Machine Fees	\$19,167
Fines and Fees	\$2,473
Taxable Sales	\$4,993
Gift Funds Received FY25	\$15,086

## **Reserve Funds** **\$1,338,924**

Gift Fund Balance	\$207,953
Stintson Fund Balance	\$163,900
2020 Wagner Trust	\$973,860

## **Expenditures** **\$2,526,811**

Personnel Costs	\$1,301,574
General Operations	\$649,619
Technology Infrastructure	\$211,840
Building Maintenance	\$152,954.
New Books and AV	\$108,519
Digital Content	\$78,442
Program Expenditures	\$14,928
Furnishings	\$2,762
Print Subscriptions	\$6,173

## **General Statistics**

Library Visits	123,310
Computer Sessions	30,952
Library Website Hits	56,422
Catalog & Database Use	77,353
Volunteer Hours	1,771

## **The Collection**

Books (print)	63,731
CD Items and DVDs	13,533
Serials (print issues)	1,042
Databases	64
Digital Books & Audios	111,884
Streaming Videos	2,018

## **Staff Assistance** **87,312**

Research Questions	38,402
Directional Questions	32,034
Technology Questions	16,876

## **Community Use of Library Space**

Community Reservations	2,565
Community Attendance	5,928

## **Social Media Engagement**

Facebook Impressions	207,459
Instagram Reach	21,041

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# HIGHLIGHTS

## Statistical Highlights 2024-25

### Library Cardholders **36,893**

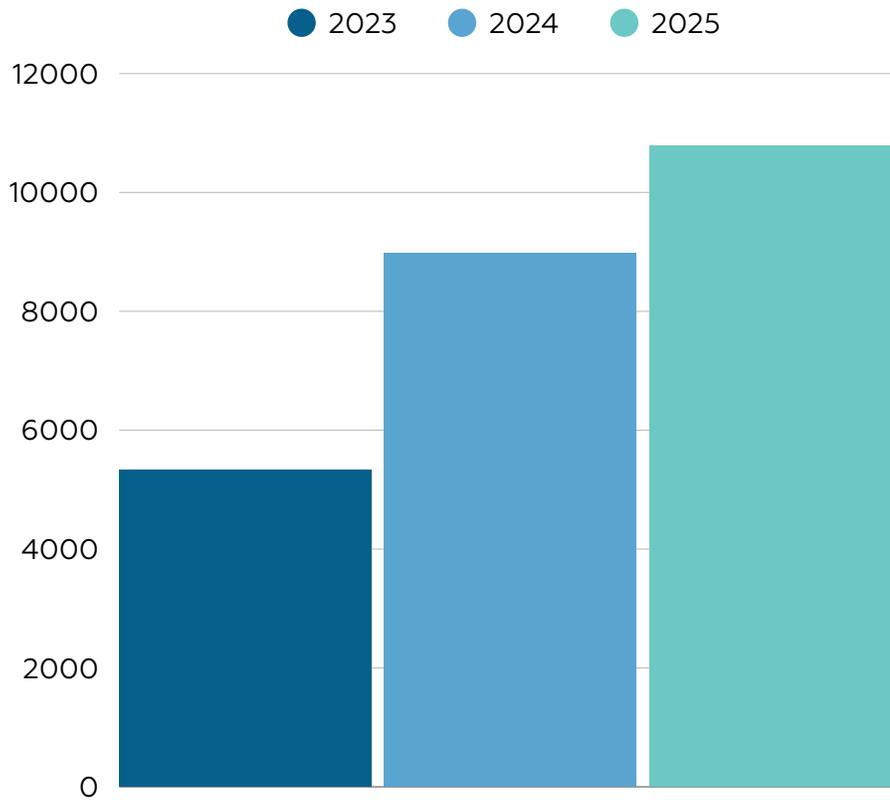
Pinellas Park Residents	20,415
Unincorporated Residents	6,241
Other PPLC-area Residents	9,495
Non-Pinellas Residents	161
Computer Use Only - subset	401

### Select Circulation

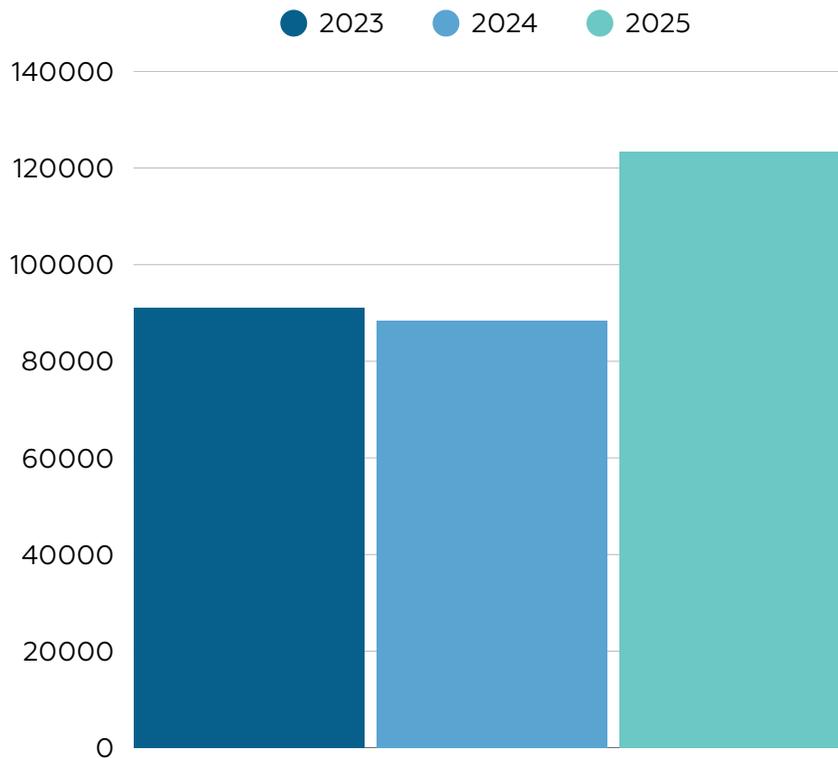
Books	162,748
Videos	43,892
Audiobooks & Music	8,529
Magazines	1,442
E-Books Downloads	36,699
Audiobook Downloads	37,699

<b>Programs</b>	<b># of Events</b>	<b>Participants</b>
Adult	211	1,627
Young Adult	57	521
Children/All Ages	336	8,641

## Program Attendance



## Library Door Count



# THE FUTURE

Library staff believe in continuous improvement, and we work to refine and improve what we do as part of our normal processes.

We are improving our security cameras to provide a safer space for our citizens. Recent improvements in technology will allow for better cameras in more spaces and better coverage of the library overall. The space formerly tenanted by the Pinellas Park Art Society will be converted to another reservable room for local organizations. Our meeting rooms are currently packed with programs and community groups, and this space will free up rooms and allow us to be more flexible in scheduling.

Sunday closures have allowed us to re-directed staff energies to offer programs at more times of the week, and to better staff our Circulation, Reference, and Youth Services desks. We hope to refurbish and improve the usability of those desks in the upcoming year, to allow for a better, updated experience for both staff and citizens.





**THANK  
YOU**

