

City of Pinellas Park, Florida

**Barbara S. Ponce Public Library**

**Library Advisory Board Meeting**

**June 4, 2020 6:30 pm**

Unapproved Minutes

Present: Patricia Bennett (Chair), Katherine Egolf, William (Bill) Holmes, Elithia Stanfield,  
Absent: Kevin Quinn, and Shannon Harner (attending via Zoom)  
City Staff Present: Angela Pietras, Library Director  
Guests: Katie Abrams and Elijah Grieves (Teen Board Member Applicants)

1. **Call to Order:** The meeting was called to order by Chair Bennett at 6:35 p.m.
2. **Approval of February 6, 2020 Meeting Minutes:** A motion was made by Ms. Stanfield and seconded by Ms. Egolf to approve the February 6, 2020 minutes Motion approved.
3. **Old Business –**  
Elithia Stanfield moved that the board recommend to City Council the approval of Katie Abrams and Elijah Graves to fill the vacant teen positions, with terms to expire May 30, 2021. Kathy Egolf seconded the motion, and the board approved.
4. **Monthly Statistics –** Ms. Pietras stated that statistics had not been prepared yet, though she noted that due to the Covid closure and hesitance of many to resume normal outside interactions, circulation and programming stats were null for April (library completely closed) and greatly reduced for March and May (closed nearly half of each month with no programs in May). Pietras noted that use of the library's electronic resources had increased dramatically, though not to a level that one would label a "game-changer".
5. **Director's Report**
  - A. **Project and Staff Committee Update –** Ms. Pietras reported that the library's collection had been fully inventoried during the closure, with all items being reviewed for currency and condition as well. All staff were involved in this project. Free lunch distribution also took place Monday – Friday in conjunction with Feeding Tampa Bay. Staff also participated in a lot of webinar training during the closure since they worked from home for about half of their hours. Additionally, minor improvements to the library's web page were completed. The City recorded a variety of storytime videos featuring staff from all City departments.
  - B. **Friends of the Library Update:** Ms. Bennett stated that the Friends had not been active since their last meeting.
  - C. **Library Programs and Events:** Public health recommendations still prohibit larger gatherings, and social distancing challenges will continue to impact in-person programming for some time. Summer reading will all be offered digitally, with some weekly grab bags for children. The City continues to assist the library with video production; some video highlights from the grab bags have been completed, and more detailing how to take advantage of online resources are in the works.
  - D. **Building Project Updates:** Interior painting continues, with most of the public spaces being done. Color accents have been added to several areas. As part of the inventory process, collections have been shifted and some shelving units eliminated to make additional open floor space. Unfortunately, there is not yet an update from the architect.

- E. PPLC Updates:** There is a desire to eliminate overdue fines in the FY22. Some PPLC libraries still have hesitations, though it seems that with the current unemployment rate and renewed interest in social justice measures that some implementation of the idea, even if just for children's materials, is very likely. Libraries always want to reduce barriers to use, and some families stop using resources due to the inability to pay fines.

## **6. New Business**

- A. 2020 Library Board Vice-Chair Vacancy:** Kevin Quinn indicated that he did not yet feel ready to take on the role of Vice-Chair. The Board will revisit this topic at their next meeting.
- B. Library Board Re-appointments –**
- i. Shannon Harner indicated that due to her college schedule, she was not seeking to serve another term on the board.
  - ii. Elithia Stanfield made a motion that Kevin Quinn be recommended to serve another term on the library board. The motion was seconded by Kathy Egolf, and the motion passed.
- C. Future of the Board –** Ms. Pietras noted that the Board has struggled with constant attrition over the past few years and has occasionally struggled to fill vacancies in a timely manner. She noted that there may be the possibility to create a single board to advise on all leisure services matters. The Board indicated that it would reflect on this option though the initial thought was that the creation of a new entity would be preferable to a merging of existing boards.
- D. Review of Library Budget:** Ms. Pietras shared copies of the proposed library budget for FY2021. She added that she and Leisure Services Administrator Keith Sabiel, Jr. had their turn with the Citizens' Budget Review Committee earlier in the day. There had been no questions for the library. Pietras pointed out that there were no significant changes to the library's budget, though expenditures related to books and literacy programs at the recreation centers are being listed as line items. The usual request for funds to replace operating equipment was reduced this year since it is anticipated that necessary items will be integrated into any forthcoming renovation plans.

**7. Next Meeting:** Scheduled for Thursday, August 6, 2020 at 6:30 pm.

**8. Adjournment:** There being no further business, Mr. Holmes moved that the meeting be adjourned. Chair Bennett adjourned the meeting at 7:35 p.m. Board members then toured the library building to see the changes that had taken place during the closure.

Respectfully Submitted,

---

Patricia Bennett – Chair

---

Angela Pietras, Library Director