

HILLSBOROUGH COUNTY PUBLIC LIBRARY COOPERATIVE
Bruton Memorial Public Library
November 10, 2009

In attendance: Joe Stines, Director, Tampa-Hillsborough County Public Library THPL;
Anne Haywood, Director Bruton Memorial Library;
Armand Ternak, Division Director, Temple Terrace Library;
William Scheuerle, Chair Tampa-Hillsborough County Public Library
Tom Thoeni, Chair Bruton Memorial Library Board,
David Wullschleger, Manager Operations THPL;
Annette Lehmann; Senior Library Assistant; THPL

The meeting was called to order at 2:20 p.m.
Minutes of May 14, 2009 were approved as amended.

NEW BUSINESS

- Interlocal Agreement—Copies of the agreement were passed out for review at the next meeting. Any revisions need to be completed before the Library Board meets in August.
- Long-Range Strategic Plan Fiscal Year 2010-2013—Review the plan and forward any changes or suggestions to Annette Lehmann. A suggestion was made to add one action to strategy under each Goal.
- Registered Borrowers— The Council reviewed the guidelines for registered borrowers. Each patron record automatically expires in three years so that card information is updated regularly. When the card expires and is not updated the card record remains available for an additional 3 years. After 6 years the record is deleted from the system. Exceptions: non-resident, E-Access, and corporate cards are only good for one year and they are required to re-register each year. Library cards with fines that are expired will be moved into an inactive status. Temple Terrace and Bruton Memorial Libraries can ask to have some of their patrons deleted from the database.
- Fines and Fees—The Board is looking into charging fines the 1st day after the grace period instead of charging from due date forward. Another suggestion is to possibly charge for damaged DVD cases. Please remind staff there is no grace period for Book Club in a Bag.

- **Report of the Administrative Head**

Worksheets for the State Aid Grant Fund will be handed out and reviewed at the quarterly meetings. Monies from state aid will be held until Spring of FY 2010.

The Tampa-Hillsborough Library system has its own taxing district so there may not be a need for additional budget cuts; however Library management is still exploring possible efficiencies. Suzy George has filled the vacant Chief Librarian position and Peggy Callahan retired December 2009.

Debit or credit cards is something to explore in the future. Considerations are:

1. Unavailability of this payment feature in Horizon system.
2. Process requires involvement by Clerk of the Circuit Court.

- **ANNOUNCEMENTS**

The Bruton Memorial Library was honored with the “Winner of the 2009 Special Business of the Year Award”. The Bruton Memorial Library is taking under reconsidering their participation as a voter’s precinct.

Bruton entered into a contract with Evance to offer meeting room sign up online for our patrons.

Suggestions were made to help make the HCPLC website opening page look more dynamic. One idea is having rolling clips from the Events & Happening section change periodically.

Mr. Ternak reported that the refurbishment of the Temple Terrace Library is coming along nicely. Installation of new carpeting, tables, and the exterior and interior lighting are now completed.

The Friends of the Temple Terrace Library are planning to have a 3 day Book Sale in November and are also considering the possibility of having 4 Book Sales a year instead of 3.

Temple Terrace library is receiving volunteer assistance Library Science students from University of South Florida. The media also has spot lighted the Temple Terrace Library for having a full written version of the Health Care Bill for patrons.

Temple Terrace Library has returned the computers to the North Tampa Library which were on temporary loan.