

**FLAGLER COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
November 14, 2016**

Call to Order: The meeting was called to order at 4:32 p.m.

Attendees: Trustees Jim Ulsamer (Chairman), Frank Benham, Jan Cullinane, Armando Mustiga, and Alan Peterson; Library Director Holly Albanese; Flagler County Administrator Joe Mayer

Approval of Minutes: The minutes of the September 12, 2016 Board Meeting were approved.

Report by the Friends of the Library: Holly gave the report: There will be a book sale this coming weekend, and Festival of the Trees will begin on Dec. 2nd at 6:00 p.m.

Monthly Director's Report: Passport revenue for 2016 was \$80,000 (up \$17,000 from last year); all sources of revenue for the year totaled \$128,000. Circulation at the main branch was slightly down, but foot traffic was up. At Bunnell, both foot traffic and circulation increased.

Plan of Service: Holly reviewed changes to the Annual Plan of Service. The report goes to the state on December 1st.

FEMA: Holly reported that over 4,200 people registered for FEMA assistance in a one-month period. FEMA will remain at the library until the number of people seeking assistance on a daily basis is in the single digits.

Holiday Schedule: The Library will be closed on November 24th and 25th; December 24th, 25th, and 26th; and January 1st. If FEMA is there November 25th, a staff member will be present.

Parking Policy: Discussions will resume when the new slate of commissioners are in place.

Facility Update: Joe Mayer reported that the offer for the land purchase was accepted and there are just a few minor tweaks to be worked out.

Main Library: Trustee Peterson asked about money for the expansion of the main library; Mr. Mayer said discussions will resume when the new slate of commissioners are in place.

Staff Changes: An LA2 staff member resigned for a different position within the county that paid more than the library position; the children's position was filled; one employee was let go who was still in the probationary period.

Next Meeting: The next meeting is scheduled for January 9, 2017

Meeting Adjourned: The meeting was adjourned at 5:31 p.m.

Submitted by: Jan Cullinane, Trustee