

**LAKE WALES LIBRARY BOARD  
MINUTES FROM MEETING HELD ON  
WEDNESDAY, APRIL 7, 2021 AT 4:00 PM  
LAKE WALES PUBLIC LIBRARY – SCHOENOFF MEETING ROOM**

Members in attendance: Allison Kapphan, Imelda Tice, Chayla Outing and Brandon Alvarado

Staff in attendance: Tina Peak and Dorinda Mosby

~~~~~

The meeting was called to order by Allison Kapphan.

**Review of the Meeting Minutes for March 2021**

A motion to approve the minutes of the March 2021 meeting was made by Brandon Alvarado and seconded by Imelda Tice. There was no discussion, the motion was carried.

**Library Updates**

Tina reviewed the statistical reports for February 2021.

Tina reported that there has been an increase in patrons visiting the library. Also, there has been a tremendous increase in patrons using the Intelligent Locker System. As of April 1<sup>st</sup> the Lake Wales Public Library no longer provides door side service for holds. All patrons must either come into the library, use the locker system or use books by mail to retrieve held items.

Tina reported that during March the PCLC Bookmobile resumed service with stops in two locations, Traditions and Lake Region. Two additional stops have been added for April, Lakeshore and Walgreens, both in Davenport. The Bookmobile will resume service to Hunt Fountain Park and Winn Dixie, both in Lakeland, Polk Co. Tax Collector's North Service Center and Florida Poly Technical University in May. In June service to Lake Ashton will resume, finally, in August Sun Ray begins again.

Tina reported there are seven deposit collections of books currently placed in locations throughout our community. These deposit collections are located in school classrooms, assisted living communities, a laundry mat and the Judge Stephen H. Grimes Law Library in the 10<sup>th</sup> Circuit Courthouse. There are more deposit collections available if any teachers are interested.

Tina reported the Lake Wales Public Library is currently hosting a digital scavenger hunt to introduce patrons to the Polk County Library Cooperative Mobile App. This is a contest in celebration of National Library Week. The contest ends Saturday, April 10. The LW Library Association and Florida's Natural Growers Foundation will provide funding for prizes to participants.

Tina reported that the City of Lake Wales will receive a \$78,000 reimbursement from the Polk County Library Cooperative for the deficit in the PCLC Books by Mail FY'19'20 budget. The deficit was a result of the increased usage of Books by Mail services in 2020 due to library closures. The Interlocal Agreement between the City of Lake Wales and the Polk

County Library Cooperative specifies that any shortfall in the Bookmobile or Books by Mail budget will be reimbursed by PCLC.

Tina reported that she has received the library, books by mail and bookmobile budget worksheets for FY'2021'2022. The budget will include a temporary position for an assistant director. This person will train in the library during the months leading up to Tina's retirement. Then will become the new Library Director in August 2022. Tina will present a draft of the budget to the Library Board at the May meeting.

Tina announced the Lake Wales Public Library will have gardening kits available in mid-April to coincide with the release of a revised edition Florida Gardener's Handbook by Florida Master Gardener, Tom MacCubbin. The kits will contain four gardening hand tools and a copy of the new book.

Congratulations to our Lake Wales Library Board Chairman, Allison Kapphan. Allison announced that she completed all requirements for her Master's Degree in Educational Leadership in March.

### **Museum Update**

Tina reported that the Lake Wales History Museum was selected by the American Alliance for Museums to participate in a Museum Assessment Program. Jennifer D'hollander, Bart Delcamp, Tina Peak and the Friends of the Lake Wales Museum board will work through the narrative required by MAP participants. Later in 2021 they will host a museum professional for an on-site visit. This person will assess operations and create a guide for the Lake Wales History Museum's future. This is the first step in the Lake Wales History Museum's goal of becoming an accredited institution.

### **Other Business**

This week is National Library Week, which ends Saturday, April 10.

Tina asked that the Lake Wales Library Board, along with the Lake Wales Library Association Board and some library staff consider participating in a future planning retreat.

Tina suggested that it would be a good opportunity for the groups to work together to assess and revise goals and objectives for the Lake Wales Public Library. The retreat would be facilitated by a professional to guide them through the process. The Lake Wales Library Association's President, Jodie Schmidt, will discuss this idea at their next board meeting on April 29. The Lake Wales Library Board was positive about this opportunity. Information will be forthcoming.

Tina stated there are two new city commissioners, Daniel Williams and Kris Fitzgerald. Ms. Fitzgerald is a library patron.

Brandon Alvarado discussed the exhibit at the Lake Wales Art Museum which is open Monday-Friday, 10:00am-3:00pm. This exhibit will be available through approximately May 20.

Tina announced the Studio Experience Pass program will roll out in April. This is a partnership program with the Lake Wales Arts Council, Lake Wales Library Association and the Lake Wales Public Library. Patrons may check out the Studio Experience Pass, contact the Lake Wales Arts Center to set up times to use their studio space for ceramics, drawing

or painting. The Lake Wales Library Association funded the supplies and studio time for this new program.

Chayla Outing announced that Polk County and Lake Wales Charter School systems have approved the resumption of school field trips. This will allow students to travel to locations including the Lake Wales History Museum or the Lake Wales Public Library for field trips.

The next meeting of the Lake Wales Library Board is scheduled for Wednesday, May 5, 2021 at 4 pm in the Schoenoff Meeting Room at the Lake Wales Public Library. If you are unable to attend this meeting, please email [library@lakewalesfl.gov](mailto:library@lakewalesfl.gov).

There was no further business. The meeting was adjourned by Allison Kapphan.

Submitted by

---

Allison Kapphan, Chairman

---

Dorinda Mosby, Library Assistant