

**LAKE WALES LIBRARY BOARD
MINUTES FROM MEETING HELD ON
WEDNESDAY, FEBRUARY 5, 2020 AT 4:00 PM**

Members in attendance: Paula Alford, Allison Kapphan, Deborah Solow and Jolene K. Birchfield

Staff in attendance: Tina Peak, Jennifer D'hollander, Amanda McCallister, and Marie Zero

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The meeting was opened by the Chairman, Paula Alford.

**Review of the January Meeting Minutes**

Jolene K. Birchfield moved to accept the January 2020 meeting minutes. Allison Kapphan seconded. No discussion of the minutes. Minutes approved unanimously.

**Review of Library Statistics through December 2019**

Tina Peak reported the first quarter circulation numbers were strong out of the library with almost 64,000 items and the Bookmobile circulated nearly 4,600 items.

**Interlocal Agreement to Provide Bookmobile Services—Approved by the City Commission**

City Commission approved the renewal of the interlocal agreement between the Polk County Library Cooperative and the City of Lake Wales to continue managing the Bookmobile service from the Lake Wales Public Library. That agreement now stands in perpetuity with a 90 day “out” clause if either party wants to withdraw from the agreement.

**Lake Wales Library Association’s Love Your Library Week**

Next week (February 10<sup>th</sup> through February 14<sup>th</sup>) is the Lake Wales Library Association’s “Love Your Library” membership drive. There will be a table in the front and in the children’s room for joining the Library Association. Glenda Morgan has collected three gift baskets, an afghan, and the chance to have dinner at the fire station with the firefighters to give away to new members or renewing members. Renewal letters were sent out to members whose membership was up in January or February for them to rejoin during this membership drive.

**Report on FY’19’20 Revenues from PCLC—Final Amount**

Allocated revenues from the Polk County Library Cooperative are up this year. The planned budget amount was \$275,000; however, \$333,697 was received. Part of this increase was due to released reserves and increase in circulation. Allocations were also increased for Bookmobile and BMail.

**February Library Special Events and Programs**

Tina Peak reviewed the February calendar. The African Roots of Southern Cooking on 2/11. Training on FDO (non-profit funding database) on 2/13. Closed on 2/17 for day-long staff training. Closing early on 2/22 at noon for the Mardi Gras parade. Lake Wales Student Art Show all month.

**Lake Wales History Museum Report**

Jennifer D’hollander reported the new prohibition exhibit, Spirited: Prohibition in America, from the National Constitution Center, is up and she distributed a brochure and a flyer about the exhibit. A reception for the exhibit will be held on February 6<sup>th</sup> from 6 to 8 pm and Rotary on the Ridge will be serving cocktails as a fundraiser.

So far, \$66,000 has been raised for the Mimi Hardman Collections & Research Center. Once an additional \$9,000 has been raised, work can begin on the building.

New part-time museum assistant, Michael Davidson, started Tuesday, February 5th.

The museum bus tours have been so popular that two additional dates have been added to the schedule and are already sold out.

An Educator Open House is planned for Feb. 12<sup>th</sup> from 3 to 6 pm and is being coordinated by Stephanie Eckstein (special education coordinator working on developing field trips and curriculum for the museum).

### **Other Business**

Tricia Martin, Education Director at Bok Tower has reached out to Tina and the Lake Wales Library Association with the possibility of adding Bok Tower day passes to the library's collection for circulation to the public. Discussions are ongoing and Tina will update the board as information becomes available and circulation policies are developed.

The next meeting is scheduled for Wednesday, March 4th at 4 pm. If you are unable to attend this meeting, please email [cperry@lakewalesfl.gov](mailto:cperry@lakewalesfl.gov).

There was no further business. The meeting was adjourned by Allison Kapphan and seconded by Deborah Solow.

Submitted by

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Amanda McCallister, Teen Specialist

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Paula Alford, Chairman