

**FLAGLER COUNTY PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING**

January 9, 2023

Call to Order: The meeting was called to order by Chair Jim Ulsamer at 4:33 p.m in the library meeting room.

Attendees: Trustees Jim Ulsamer (Chairman), Bernie Barczak, Commissioner Donald O'Brien Jr., Library Director Holly Albanese, Assistant Library Director, Joe Saloom, Jeanne Nix, Sharon Atack, Armando Mustiga, and FOL President Carl Laundrie. Absent was Jan Cullinane.

Approval of Minutes: The minutes of the November 14, 2022 Board Meeting were approved with no corrections.

Public Comment: None

Friends Monthly Report: There was a mini pop-up sale in December which brought in some funds to support library activities. In addition, Treasurer, Mark Breidenstein, who had planned on retiring from this position due to illness has decided that he will be able to continue as treasurer.

Monthly Library Director's Report:

- **Monthly Reports:**
 - Passport activity has been very busy. While the average wait for a passport is generally about 30 minutes, there has been a recent day when there was a three and a half hour wait. Our library gets a wide range of people from Jacksonville to Volusia because of our flexible scheduling. Unlike some places, no appointment is required.
 - Over 200 people attended the Festival of Trees where some 43 trees and 8 wreaths were on display. There was wonderful entertainment with audience participation. *The Elf on the Shelf* author, Carol Aebersold, (a Flagler County resident) attended the Festival and the library was able to book her to come and read to children at a later event.
- **Southern Library Update:**
 - In process is the 30% schematic design which is due to be completed by 1/23/2023. When this is completed, an updated cost estimate can be completed based on this design.
- **Upcoming Programs:**
 - January 11 is Adult Trivia with five groups already registered.
 - January 17 is the rescheduled "Apeeling Desserts," which had moved from November due to Tropical Storm Nicole. Anyone signed up in November had the first right of refusal.

- January 21 is a low intensity adult yoga class which can accommodate 20 people. FOL is paying the \$150 cost for this one-time program.
- The Valentine's event for February is Shannon Ray singing love songs such as those by Karen Carpenter. Hospitality crew will provide desserts.
- Possible book festival in April in conjunction with National Library Week.
- Assistant librarian Joe Saloom offers a variety of computer classes. He has done a beginner's computer class with an enrollment of 10-20 which lasts about 6 months. In addition, he is starting an Internet Safety Class. E-rate wants this program in order to continue providing funding for the library's internet service. Joe also offers classes on how to use a mobile device.
- **Staff Updates:** The library is accepting applicants for a third time for the position of library associate 1 to work with the youth section of the library. It has been difficult to find qualified people for this position with the funding available. Former teachers or people with a teaching background are preferred, but they can often find better pay elsewhere.
- **Budget:** The next budget cycle will kick off in February. Library Director Holly Albanese reported that the expectation is for a flat budget, with some compensation considerations for inflation. Trustees were asked to consider what they might want to see in the budget; Chairman Jim Ulmer suggested a resumption of the materials budget. The issue of capital improvements was raised; for example, the parking lot should be repaved at some point. However, the building would likely have to be closed down while this is done and Holly pointed out that it might be better to wait until the new library building is on-line. In addition, the security system is coming up for renewal soon. The library is hoping to extend the current contract until the new library building is on-line so that both buildings will be in sync with their security system contract.

The Meeting was adjourned at 5:15 p.m. by Chairman Jim Ulsamer.

The next Trustee meeting will be Monday, 13 February at 4:30.

Submitted by: Jeanne Nix, Trustee