

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

**MAY 8, 2023**

**Call to Order:** The meeting was called to order by Chairman Jim Ulsamer at 4:30 p.m.

**Attendees:** Library Director, Holly Albanese, Assistant Library Director, Joe Saloom and Trustees Jim Ulsamer (Chairman), Jan Cullinane, Bernie Barczak, and Jeanne Nix attended. Friends of the Library President, Carl Laundrie, also attended.

**Approval of Minutes:** The minutes of the April 10, 2023, Board Meeting were approved as presented.

**Public Comment:** None

**Friends of the Library Report:** Carl Laundrie reported on the April Book Sale [\$800] and bake [\$400] sales. Carl reported that the Volunteer Luncheon was a huge success.

**Monthly Director's Report:**

- The Director distributed Monthly Statistics for April 2023, which were reviewed. The Director reported Passport revenue of \$15,000.
- Also noted was an increase in Facebook posts and engagements.

**Budget Update:**

- The Director reported next year's operating budget approval is still in process. As in prior years, mandated cost constraints will hamper expansion of Library services.
- The Director reported the building design for the Southern Library is 60% complete. As a result of cost increases the library size has been reduced to roughly 12,000 square feet from the original plan of 21,000 square feet the building has been reduced from 32,000 square feet to 23,000 square feet.

**Update On State Budget (Library Grant):** The Director reported that the Legislature has included money for the Public Library Construction Grant Program subject to the Governor's final approval.

**Staff Updates:** The Assistant Director noted the resignation of a support staff member that was a passport processing agent to the US Dept. Of State. Someone from the Library LAI position will be promoted to cover that position. Interviews for the front desk position have been completed and will be filled by the end of May.

**Upcoming Programs:** Assistant Director Joe Saloom described upcoming programs for May, June and July. Programs include Yoga classes, Chef Warren “Thrill of the Grill”, various movies in the “Movie Matinee” series, Internet Safety Classes, New Computer and Smart Phone Classes, and Summer Reading with the Kids.

**Policy Discussion:** Library Director, Holly Albanese presented a revised Policy and Procedure for “Request for Reconsideration for Customers”. After the motion duly made and seconded, and following discussion, the Policy was unanimously approved.

**Annual Report:** The Chairman summarized his upcoming Annual Report to the County Council on June 15. After motion duly made and seconded, and following discussion, the Board unanimously approved the Chairman’s presentation as presented.

**The Meeting was adjourned at 5:20 p.m. by Chairman Jim Ulsamer. The next Trustee meeting will be Monday, June 12th at 4:30PM.**

Submitted By: Bernard Barczak, Trustee