



## TAMPA-HILLSBOROUGH COUNTY PUBLIC LIBRARY BOARD

C. Blythe Andrew Jr. Library

August 24, 2023

Members Present: Phyllis Alpert (Chair), Maggie Mardirosian (Secretary), Liz Hawley, Mary Kate Downing, Bob Argus, Carmen Alvarez, Curtis Brown and Alicia Guy.

Member(s) Absent: Jessica Ocasio, Abigail StClair and Michael Newett.

Staff Present: Andrew Breidenbaugh, Jacquelyn Zebos, Chely Cantrell, Kathleen Langevin, Melissa Lowe, Jasmine Qronfleh, Diane Perry, Allie Brazis and Raishara Bailey.

The meeting was called to order at 4:00 pm with a quorum present.

There were no presentations from the public.

Minutes from the July 27, 2023 meeting were approved as amended.

### BUDGET REVIEW

The Library's Fiscal 2023 Budget report dated July 31, 2023 was reviewed along with monthly activity summaries. Clarification was provided regarding expenditures for library materials and telecommunications on the budget as well as social media and database figures on the activity report.

### UNFINISHED BUSINESS

The Nominating Committee presented the following recommended slate of candidates for the Library Board officer positions. There was a brief overview of the process for selecting Library Board Officers according to the bylaws. It was noted that last year's elections did not take place due to redistricting.

Chair: Phyllis Alpert

Vice Chair: Maggie Mardirosian

Secretary: Liz Hawley

Nominations were invited from the floor, and no other nominations were made. Further nominations may be submitted during the September regular meeting or via email to the Library Board Coordinator. A vote will be taken during the September 28, 2023 regular Library Board meeting.

#### BOCC POLICY REFERRAL – INTEGRATED LIBRARY SYSTEM (ILS) REVIEW

Staff explained the required parameters in order to pursue ILS options for multiple types of access based on age and parental input. Parents of juveniles can opt up all the way to unrestricted; parents of teens can opt up or down. Staff also covered the patron and material types and what is needed to create access levels. Customization can be done with SQL scripts and groupings, which do not currently exist and are staff labor intensive. We will need to ensure that base Polaris products can support these changes, and it will take at least 30 days to build before we can test at minimum 10 overtime hours a week for 30 days for support staff. If testing goes well, it can be applied in a live environment. Cards would default to their age category. No current cards will be expired or deactivated.

The plan is to be presented as a staff report for the October 18, 2023 BOCC meeting and if approved would tentatively go live in early 2024. During this time frame we would communicate potential changes to customers and update library card policies and procedures.

**Following deliberation, the Library Board voted unanimously to approve the proposed plan while noting that the members of the Public Library Board believe that parents currently have adequate means of overseeing what their children read. (motion made by Mr. Argus and seconded by Ms. Mardirosian).**

NEW BUSINESS – None.

#### DIRECTOR'S REPORT

Branch staff were introduced and a tour of the facility offered immediately after the meeting.

Highlights of the Summer Reading program were provided including minutes read, and number of signups. The program was a success in spite of staffing shortages.

As requested, staff will look into road signage approaching C. Blythe Andrew Library from the west. Staff will also follow up with the County's Boards & Councils office about addressing the compressed term expirations on the Public Library Board.

The meeting was adjourned at 4:59 pm. The next regular meeting of the Public Library Board is scheduled for Thursday, September 28, 2023 at New Tampa Regional Library.