



CITY OF MOUNT DORA™

City of Mount Dora
W.T. Bland Public Library
1995 N. Donnelly St.
Mount Dora, FL 32757
352-735-7180

E-mail: library@cityofmounddora.com

W.T. BLAND PUBLIC LIBRARY BOARD MEETING

Community Room, W.T. Bland Public Library, 1995 N. Baker Street, Mount Dora, FL 32757
July 10, 2023 at 5:00 PM

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - A. May 8, 2023 Library Advisory Board Meeting Minutes
- IV. Public Comment
- V. Presentations
- VI. Library Director's Report
- VII. Action Items
- VIII. Discussion Items
 - A. Guidelines for Requests to Post Flyers and Advertisements
 - B. Library Materials Review
- IX. Future Meeting Dates
- X. Adjournment

NOTICE: Please note that, for purposes of Section 286.011, Florida Statutes, two or more members of the City Council may be present at this meeting, and this meeting may be considered a City Council meeting.

NOTICE: If any person decides to appeal any decisions at this meeting with respect to any matter considered, such person may need a record of these proceedings. For such purpose, a person may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.

NOTICE: In accordance with the Americans with Disabilities Act ("ADA") and Florida Statutes, Section 286.26, persons with disabilities needing a reasonable accommodation to participate in a public hearing or meeting should contact the City of Mount Dora's ADA Coordinator at least 48 hours prior to the proceeding. The ADA Coordinator may be contacted by phone at 352-735-7126, ext. 1111, or by email at clerk@cityofmounddora.com.

If hearing impaired, telephone the Florida Relay Service numbers (800) 955-8771 (TDD) or (800) 955- 8770 (Voice) for assistance.

If you have any comments or question regarding the contents of this agenda packet, please call LaJun Garry at (352) 735-7180

ext. 3101.



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W. T. BLAND PUBLIC LIBRARY BOARD MEETING
W.T. Bland Public Library, 1995 N. Donnelly Street, Mount Dora, FL 32757
Monday, May 8, 2023 - 5:00 p.m.

MINUTES

PRESENT: Helen Cutshaw (Chair), Marcia Ford, Carolyn Fountain, Yiris Rivera,
Beth Sharpe and William Lowery

ABSENT: Janet Manchon (Co-chair)

CITY STAFF: Cathy Lunday-Library Director, Rebecca Hyman-Adult Services
Librarian and LaJun Garry-Administrative Assistant

OTHERS PRESENT: None

I. Call to Order

Ms. Cutshaw (Chair) called the meeting to order.

II. Roll Call

III. Approval of Minutes for April 10, 2023

MOTION by Mr. Lowery SECONDED by Ms. Ford to approve minutes from April 10, 2023.

AYE: Cutshaw, Ford, Fountain, Rivera, Sharpe, Lowery

NAY: None

MOTIONED CARRIED 6-0

IV. Public Comment

None

V. Presentations

None

VI. Library Director's Report

Ms. Lunday:

- Introduced Adult Services Librarian Rebecca Hyman. Ms. Hyman is a part of our succession planning and at some point this summer will officially be second in charge at the library whenever director is out.
- Circulation Supervisor Jill Santos has been diagnosed with breast cancer and will be receiving chemo treatment during the summer months. Library Assistant I, Mary Bailey will be lead circulation person in Ms. Santo's absence.
- Lobby exhibits;
 1. May - Chicken hatching experience.
 2. June – The planets.
 3. June & July – Lego experience.
- New addition to Summer Learning program – Partnering with Lake County Art Museum for two free art labs this year.

Ms. Hyman shared:

- Roll out of teen community service hours for the summer after a seven year hiatus. Teens can earn up to 50 community service hours (academic only)! Officially sent out flyers to all lake county high schools. Applications are available at the library and are now being accepted for current students ages 16-21. Also, hoping to partner with Career Source which places at-risk kids.

VII. Action Items

- A. Request Recommendation of Termination of Agreement between the Florida Department of State and the City of Mount Dora for the Simpson Farmhouse Project. Discussion ensued.

MOTION by Mr. Lowery SECONDED by Ms. Sharpe recommend to Council to terminate agreement with the Florida Department of State for a 100% matching grant in the amount of \$50,000 for the restoration of the Simpson Farmhouse between the Florida Department of State and the City of Mount Dora.

AYE: Cutshaw, Ford, Fountain, Rivera, Sharpe, Lowery

NAY: None

MOTIONED CARRIED 6-0

- B. Proposed 2023-24 Capital Project – Forest Preserve Phase II. Discussion ensued.

MOTION by Mr. Lowery SECONDED by Ms. Sharpe to recommend to Council to accept Proposed 2023-24 Capital Project – Forest Preserve Phase II- Goat Pond Nature Walk.

AYE: Cutshaw, Ford, Fountain, Rivera, Sharpe, Lowery

NAY: None

MOTIONED CARRIED 6-0

VIII. Discussion Items

A. Library Materials Review

Library Director Ms. Lunday shared two novels: *Blankets* by Craig Thompson and *Manhunt* by Gretchen Felker-Martin discussion ensued.

IX. Future Meeting Date

1. June 12, 2023

IX. Adjournment

MOTION by Mr. Lowery, SECONDED by Ms. Rivera to adjourn the May 8, 2023 meeting.

AYE: Cutshaw, Ford, Fountain, Rivera, Sharpe, Lowery

NAY: None

MOTIONED CARRIED 6-0

Meeting adjourned.

Helen Cutshaw, Chair

Cathy Lunday, Director



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E-mail: library@cityofmoundora.com

DATE: July 10, 2023

TO: Library Advisory Board Members

FROM: Cathy Lunday, Library Director

SUBJECT: Guidelines for Requests to Post Flyers and Advertisements

Introduction:

Library staff regularly receive requests to display performance posters, commercial brochures, meeting notices and church flyers. Guidelines have been developed to help determine which flyers are posted in the library's limited available space.

Discussion:

There is insufficient room to display all items requested by the public. The bulletin board reserved for these materials can hold approximately 10 flyers and half of those spots are filled by flyers offering social services available to Mount Dora residents. The high visibility location of the main circulation desk is solely reserved for - and is full of - library program flyers. The coffee tables in the lobby also have library flyers, as well as information from other area nonprofits of interest to library patrons, such as nearby nature centers and free summer lunch programs for children. The bulletin board in the lobby can hold approximately six flyers, but it also contains library information as well as the required public notifications for the Library Advisory Board. On average, the library advertises over 50 of its own programs, concerts and classes. There simply isn't a large, unused space for flyers not relating to the library.

In an effort to provide information to the public that is both germane to Mount Dora and is non-commercial, as well as be as fair as possible in applying standards, staff applies the following guidelines:

Accepted:

- Mount Dora-based nonprofit events (city-sponsored events, high school theatrical productions, city festivals, cookbook sale flyers to benefit the high school stadium, etc.).
- Social services provided to Mount Dora residents (job fairs, utility bill assistance, etc.).

- Lost pets in surrounding neighborhoods.

Not accepted:

- Commercial flyers, whether a business or individual, where the activity provides enrichment to the owners (Realtors, tutors, insurance agents, etc.).
- Flyers for events or from nonprofits that are not located in Mount Dora (Lake County).
- Political flyers, whether for candidates, political issues or political parties.
- Religious flyers and materials (the sheer volume is a key factor).

Exceptions are occasionally made when an event is free to the public, with no strings attached and is Mount Dora-based.

Budget Impact:

n/a

Strategic Impact:

n/a

Recommendation

Attachment(s):

Prepared by: Cathy Lunday, Library Director
Reviewed by: Cathy Lunday, Library Director

Final Approval - 7/5/2023