



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@cityofmoundora.com

**W.T. BLAND PUBLIC LIBRARY
BOARD MEETING
Simpson Farm House, W.T. Bland Public Library
2015 N. Donnelly Street, Mount Dora, FL 32757
March 11, 2024 at 5:00 PM**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - A. February 12, 2024 Library Advisory Board Meeting Minutes
- IV. Public Comment
- V. Presentations
 - A. Simpson Farmhouse Tour
- VI. Library Director's Report
- VII. Action Items
- VIII. Discussion Items
 - A. Waterman Village Outreach
 - B. Library Materials Discussion
- 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@cityofmoundora.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, February 12, 2024 - 5:00 p.m.

MINUTES

PRESENT: Cathy Gillespie (Chair), William Lowery, Marcia Ford, Janet Manchon,
Beth Sharpe, Amber Perretti, Laura Busch

ABSENT: None

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

OTHERS PRESENT: None

I. Call to Order

Ms. Gillespie (Chair) called the meeting to order at 5:03pm.

II. Roll Call

III. Approval of Minutes for January 8, 2024

**MOTION by Mr. Lowery SECONDED by Ms. Manchon to approve minutes from
January 8, 2024.**

AYE: Gillespie, Lowery, Ford, Manchon, Sharpe, Perretti, Busch

NAY: None

MOTIONED CARRIED 7-0

IV. Public Comment

None

V. Presentations

None

VI. Library Director's Report

Ms. Lunday shared:

- Upcoming events:
 - ❖ Annual Easter Egg Hunt
 - ❖ Butterfly Release
 - ❖ Piatigorsky Concert
 - ❖ Cultural programs underwritten by Florida Humanities Council
- Forest Preserve update:
 - Construction began two weeks ago. Did a walk-through and made some slight changes on Friday. Moved the little pavilion further away from the big pavilion. Construction of the boardwalk will begin within days.
 - In the process of placing order for 50 signs.
- Swirl update:
 - Swirl dedication ceremony for Sebastian Morrison was poignant. The Morrison family and friends were very happy with everything.
 - The Sebastian Morrison Memorial Fund has a remaining balance of \$2,818 left over in the account. The family has agreed these funds can be used to underwrite the purchase of new story time toys for children.
- Simpson Farmhouse update:
 - For the next two days Historical Elements will be installing period-correct and best practice weather stripping around all of the windows.
- Circulation experienced a 6% growth in the month of January. Very strong this month as well.
- Ms. Hyman, the only other credentialed MLIS librarian on staff, has been promoted by the Acting City Manager to oversee our marketing and cataloging functions, with supervision of two employees.
- City Council appointed Vince Sandersfield as Acting City Manager and Steve Langley as Acting Assistant City Manager.

VII. Action

None

VIII. Discussion Items

A. LCLS Long Range Plan & Plan of Service

As a requirement to receive state aid for libraries, the Lake County Library System is required to submit both an Annual Plan of Service and a Five-Year Strategic Plan.

The Library Services and Technology Act requires each State Library Administrative Agency to submit a plan that details library services goal for a five-year period.

For the Lake County Library System, this task is complicated by needing ten city libraries to agree to the tenets in both plans.

Lake County Library System staff conducted a survey to identify the most important areas to patrons. As a result, Lake County staff have recently distributed the final Long Range Plan 2024-29 and the Annual Plan of Service 2024. Discussion ensued.

B. Library Metrics for Fiscal Year 2022-23

For the past few years the library's operating ratios have been calculated and compared to its largest peers in Lake County. These ratios cannot quantify the library's service levels, the relevance of its programs or the intelligence behind its collection development practices. However, based upon sheer traffic – circulation- the library is experiencing a high level of transactions at very low operating expense levels, compared to its peers. The library retains a low cost per circulated items, with an improvement of \$.02 cents over fiscal year 2021-22, with the per item cost of a transaction now reported at \$3.26. Discussion ensued.

C. Library Materials Review

Adult Services Librarian Ms. Hyman shared the following books: *Rage and Ruin* (The Sequel to Storm and Fury) by Jennifer L. Armentrout, and *Home Body* by Rupi Kaur. Discussion ensued.

IX. **Future Meeting Date**

1. March 11, 2024 @ 5:00pm (Board requested to meet @ Simpson Farmhouse)

X. **Adjournment**

MOTION by Ms. Sharpe, SECONDED by Ms. Manchon to adjourn the February 12, 2024 meeting.

AYE: Gillespie, Lowery, Ford, Manchon, Sharpe, Perretti, Busch

NAY: None

MOTIONED CARRIED 7-0

Meeting adjourned.

Cathy Gillespie, Chair

Cathy Lunday, Director



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E-mail: library@cityofmoundora.com

DATE: March 11, 2024

TO: Library Advisory Board Members

FROM: Cathy Lunday, Library Director

SUBJECT: Waterman Village Outreach

Introduction:

Weekly delivery of requested library items to Waterman Village residents will begin in April 2024, thanks to sponsorship by the Friends of the Library.

Discussion:

Waterman Village is an important community of nearly 1,000 residents in Mount Dora, providing four levels of living for seniors and retirees. The library has forged a partnership with Waterman Village, working with the activity directors of both Bridgewater Assisted Living and Waterman's two independent retirement communities to bring library services to residents. The library proposes curated book delivery once a week in order to reach older residents who may not have the means to visit the library in person.

The Friends of the Library has agreed to support the materials cost of this program, committing \$1,654 for the cost of 250 custom-printed canvas tote bags imprinted with the Friends of the Library's color logo. Each participating resident will rotate two bags, one at home and one being filled at the library. Our first year goal is to have 20 participating residents, with 50 participating residents by the end of the third year. Toward that end, a flier has been distributed to residents and Rebecca Hyman will be conducting on-site outreach for it. Staff will recruit volunteers to deliver the new and retrieve the old bags to all Waterman locations every Friday.

Budget Impact:

No additional staff or supply expenses will be incurred, thanks to the Friends of the Library sponsorship and the library's volunteer network.

Strategic Impact:

n/a

Recommendation n/a

Attachment(s):

1. ATTACHMENT #1 - Waterman Village Home Delivery

Prepared by: Cathy Lunday, Library Director

Reviewed by: Cathy Lunday, Library Director

Final Approval - 3/5/2024



Waterman Village Book Delivery

April 2024



The library has some exciting news to share! It is now offering a free delivery service to the residents of Waterman Village communities. If you're a Lake County Library cardholder, you can simply tell us which materials you'd like to borrow from our collection and our staff will select them for you. On Fridays, a volunteer will bring the items directly to your community. It couldn't be easier!

Contact W.T. Bland Public Library for more information.

Sponsored by the Friends of the Library



Library sponsorship of a program does not constitute an endorsement of the content of the program or the views expressed by participants.



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