



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
May 13, 2024 at 5:00 PM

AGENDA

- I. Call to Order
- II. Roll Call
- III. Approval of Minutes
 - A. April 8, 2024 Library Advisory Board Meeting Minutes
- IV. Public Comment
- V. Presentations
 - A. Chautauqua - Mount Dora Archives
- VI. Library Director's Report
- VII. Action Items
- VIII. Discussion Items
 - A. Technology Expansion Capital Outlay 2024-25
- 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, April 8, 2024 - 5:00 p.m.**

MINUTES

PRESENT: Cathy Gillespie (Chair), William Lowery, Marcia Ford, Janet Manchon,
Amber Perretti, Laura Busch (Joined meeting at 5:05pm)

ABSENT: Beth Sharpe

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

OTHERS PRESENT: Andrew Hand-City of Mount Dora Attorney
Law Firm of Shepard, Smith, Kohlmyer & Hand, P.A.

I. Call to Order

Ms. Gillespie (Chair) called the meeting to order at 5:02pm.

II. Roll Call

III. Approval of Minutes for March 11, 2024

**MOTION by Ms. Manchon SECONDED by Mr. Lowery to approve minutes from
March 11, 2024.**

AYE: Gillespie, Lowery, Ford, Manchon, Perretti

NAY: None

MOTIONED CARRIED 5-0

IV. Public Comment

None

V. Presentations

A. Sunshine Law

Mr. Hand gave a brief synopsis of Sunshine Law. Sunshine Law is a criminal law. A violation as a second degree misdemeanor with a fine of \$500 and sixty days in jail.

There are three requirements of Sunshine Law:

1. Meeting must be open to the public.
2. Reasonable notice of meeting must be given.
3. Minutes taken and recorded for records.

Board members cannot talk to each other about anything that will foreseeably come before the board when they're not in a meeting setting. If there is ever a time that a board member must absolutely meet with another member on this board, a special meeting must be scheduled. This special meeting can be coordinated with a facilitator who will generate the notice and submit to City Clerk for posting.

VI. Library Director's Report

Ms. Lunday shared:

- Forest Preserve update:
 - Board reviewed a copy of map of Forest Preserve. Discussion ensued.
 - Project is approximately thirty days away from completion.
 - Entry kiosk and connecting sidewalk from the road to entry kiosk was poured today. Also, the curb work for parking has been poured for both spaces.
 - The northern and bypass trails will be cut a week before the grand opening.
- The GFWC Mount Dora Woman's Club has agreed to sponsor guided nature walks in Forest Preserve once it's open to the public.
- Summer Learning Program 2024 begins May 30th – Sponsored by Friends of the Library.
- Lobby exhibit for months of May and June – Fun & Games, coloring entries and giant floats hanging from rafters in ceiling. Gaming table sponsored by The GFWC Mount Dora Woman's Club.
- Little Free Libraries – we currently have seven throughout Mount Dora and one laundromat and four of them are located in the northeast area. Looking to place more near Triangle Elementary School. This initiative is sponsored by the Mount Dora Library Association.
- Ms. Hyman Adult Services Librarian submitted a letter of resignation. During the next two weeks she will assist with finding a replacement.

VII. Action

None

VIII. Discussion Items

A. Simpson Farmhouse Expansion Project 2024-25

The Simpson Farmhouse Expansion Project is a proposed 2024-25 Capital Improvement Project that will be presented to City Council for review and approval as part of the budget process later this summer. Discussion ensued.

IX. Future Meeting Date

1. May 13, 2024 @ 5:00pm

X. Adjournment

MOTION by Mr. Lowery, SECONDED by Ms. Perretti to adjourn the April 8, 2024 meeting.

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

NAY: None

MOTIONED CARRIED 6-0

Meeting adjourned.

Cathy Gillespie, Chair

Cathy Lunday, Director



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E-mail: library@cityofmoundora.com

DATE: May 13, 2024

TO: Library Advisory Board Members

FROM: Cathy Lunday, Library Director

SUBJECT: Chautauqua - Mount Dora Archives

Introduction:

A brief update on the new Mount Dora Archives Chautauqua collection will be given, including the proposed poster summarizing the collection (ATTACHMENT #1).

Discussion:

Budget Impact:

n/a

Strategic Impact:

n/a

Recommendation n/a

Attachment(s):

1. ATTACHMENT #1 - Chautauqua Poster

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

Final Approval - 5/5/2024

Mount Dora's CHAUTAUQUA

For more information on Chautauqua, visit www.mountdoraarchives.com.

Mount Dora, with its charms, majestic pines, scenic lake and train service that began in 1887, became the top candidate for the second Florida "Chautauqua Daughter," known as the South Florida Chautauqua. In 1886, Dr. W.F. Henry sold 10 acres of land just south of Lake Gertrude to the South Florida Chautauqua Sunday School Assembly of Mount Dora. The assembly sold individual lots to families, with the intent "to promote the religious and intellectual welfare of the people of Florida and other states and to remain nondenominational." There were 40 lots available, priced at \$40 for an inside lot and \$75 for a corner lot.



Chautauqua Auditorium

A view of the Chautauqua Auditorium, circa 1900. The Auditorium had earthen floors and rows of wooden benches to accommodate the seating of 1500 visitors.



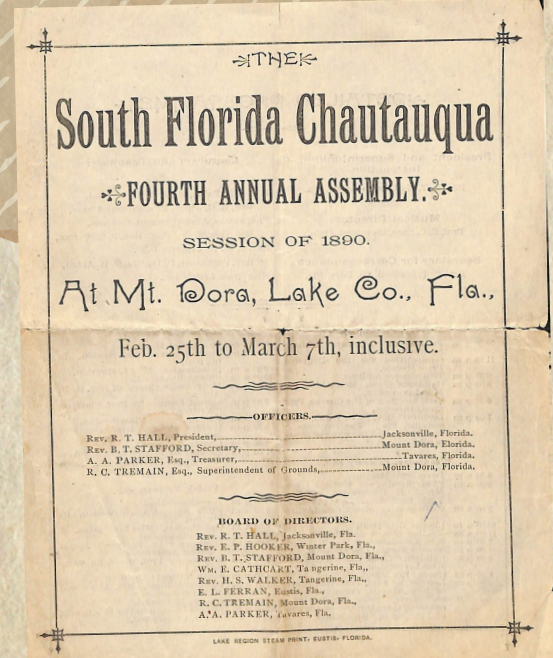
Chautauqua Grounds and Trestle

View from the boat launch on Lake Dora to the railroad trestle with the Chautauqua grounds and hotel in the background, circa 1890.



Group at Campgrounds

A group of men, women and children, possibly at Chautauqua grounds, circa 1890.



South Florida Chautauqua Fourth Annual Assembly, Session of 1890

The cover of a four page program of the Fourth Annual Assembly of the South Florida Chautauqua held in 1890 from February 25th to March 7th in Mount Dora.

Planning for the first Chautauqua in Mount Dora was underway, with high hopes for a good turnout. As prominent citizen J.P. Donnelly wrote in a spring 1886 column in the *Mount Dora Voice*, "the Congregational National Chautauqua Assembly which will bring 5,000 to 10,000 people each winter." Organizers used proceeds from the sale of lots to build a 1,500-seat auditorium with an earthen floor, a large stage in the front, and rows of wooden benches. The auditorium was lit by carbide lamps, but had no heat, and participants wrapped themselves in quilts from their tents on cold evenings. In addition to the auditorium, the site featured a dormitory and dining room.



Advertising for Chautauqua

A boy with a cart attached to a donkey and advertisement sign for the Chautauqua program, circa 1900.



Boat Landing - Chautauqua 1905

A large group gathered at the boat landing near the Chautauqua grounds, 1905.



Chautauqua Hotel

The Chautauqua Hotel with the railroad trestle in the background, circa 1900.



View of Chautauqua Hotel

A group standing on the porch of possibly the Chautauqua Hotel in 1891.

Chautauqua Park, then located at Eleventh Street and old U.S. 441 in Mount Dora, provided space for a large tent for smaller gatherings as well as the Hotel Chautauqua. The South Florida Chautauqua, though resilient, could not bounce back from a 1905 fire that burned down the auditorium, the Hotel Chautauqua, and the adjacent pine forest. Organizers tried to keep the sessions going for a few more years, using a big tent so that the assemblies could continue, but the yearly programs finally ended in 1910. Over the years, several local towns offered day-long sessions that were Chautauqua-like, but nothing approached the richness and variety offered by the South Florida Chautauqua on the shores of Lake Dora. [Excerpt from "South Florida Chautauqua History" written by Debi Rager, 2024]



Big Pine Chautauqua Path

Image of a large pine tree and Lake Dora shoreline along the path to the Chautauqua grounds, circa 1900.



Mount Dora Chautauqua Calisthenics

A group of nine women performing calisthenics while one woman accompanies on piano. The woman at the front of the group is possibly Miss Grace Livingston, who was included in the Chautauqua 1890 program as leading calisthenics programming.



Dock at Chautauqua Grounds

People gathered on the dock and in a boat, on Lake Dora, at Chautauqua grounds, 1906.



Mount Dora Chautauqua Grounds, March 1889

Tents arranged on the Chautauqua campgrounds for the March 1889 event. The Chautauqua Hotel and Auditorium are pictured in background among the trees and tents.



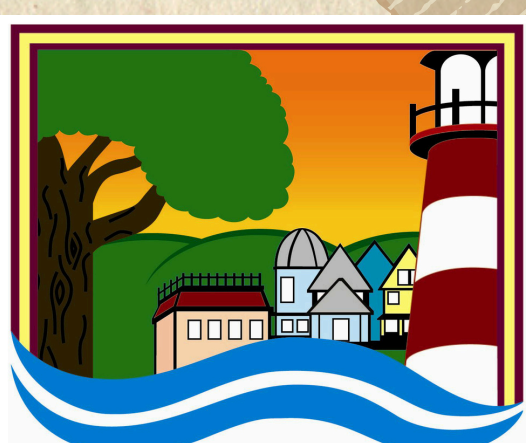
Chautauqua Group in the Auditorium, 1901

A group of people gathered in the Chautauqua Auditorium. The back of the photograph indicates they were Bruce House guests in 1901. The Auditorium in which they are seated had earthen floors and rows of wooden benches, with a seating capacity of 1500 people. Visitors would carry quilts into the Auditorium from their camp sites and hotel rooms to pad the wooden seats for the meeting events.



On the Chautauqua Grounds

Four women and one man outside of a tent, camping on the Chautauqua grounds, circa 1906.



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E-mail: library@cityofmoundora.com

DATE: May 13, 2024

TO: Library Advisory Board Members

FROM: Cathy Lunday, Library Director

SUBJECT: Technology Expansion Capital Outlay 2024-25

Introduction:

The Technology Capital Outlay is a proposed 2024-25 capital expenditure that will be presented to City Council for review and approval as part of the budget process later this summer (ATTACHMENT #1).

Discussion:

As part of its mission, the library offers monthly technology instruction to the public. This has been accomplished using County PCs in our Tech Lab, while mirroring a City laptop's software on a Samsung TV. This connection isn't interactive, which will be problematic with the expanded Office instruction we're planning for all ages. County installed a 65" NewLine interactive board in our Archives Room a year ago and staff would like the same functionality in our large two meeting rooms and Tech Lab. The interactive boards will provide a seamless instruction delivery of our new LearningExpress database, as well as capability to project movies and workshop presentations.

Our old projection software and hardware will remain in place; the requested equipment is an expansion (not a replacement). Staff is comfortable with County's NewLine equipment and having the same projection equipment throughout the library will be more efficient for staff training and delivery of instruction. This equipment is necessary due to the continued growth of and increased service demands from our community, justifying Library Impact Fee funding of this expansion.

Budget Impact:

The quote for three 86" multi-touch displays by NewLine is \$19,036, including \$3,240 for installation and \$1,000 in additional equipment such as keyboards, etc., applied to Library Capital Outlay GL #001-5555-580.64-01.

Strategic Impact:

Supports Objective 2.4 - Sustain city infrastructure by supporting increased demands for technology instruction and patron usage of it for interviews, meetings, etc.

Recommendation Advise City Council to approve the Technology Expansion Project when presented with the 2024-25 budget.

Attachment(s):

1. ATTACHMENT 1 - FY 2024-25 Capital Outlay Library - Technology Expansion

Prepared by: Cathy Lunday, Library Director

Reviewed by: Cathy Lunday, Library Director

Final Approval - 5/5/2024



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Capital Outlay Request Form

Department/Division: ☐ Multiple	Fiscal Year:	Priority #:	
Library	2024-25	1	
GL Account Number		Project #: (If known)	
310-5555-580.63-01 Library Impact Fee fund			
1. Item Requested - Include add-on equipment required.			
Requesting three NewLine Interactive Qpro 86" multi-touch displays: one each for the Community Room, Tech Lab and the Children's Program Room. Staff will be rolling out an expanded technology instruction initiative this fall which includes children's classes on Office software. Due to increased demand, staff will begin offering adults an incremental certificate program to master Office software using the LearningExpress database, which an interactive board helps facilitate. The NewLines include onboard computers. Additional wireless keyboards, etc. will be needed. No new			
Is this new or replacement equipment? ☒ New ☐ Replacement			
2. Item to be Replaced - Provide a description and vehicle number or property asset number.			
This is an expansion of instruction services. Existing projection hardware in these two rooms will remain for existing low-tech programming. The IT Director has reviewed this proposal and concurs with the equipment choices.			
3. Cost to Purchase	Amount	4. Other Costs	Amount
Basic Cost - 3 NewLine \$4,932 each	\$ 14,796	Operating Cost	n/a
Additional Equipment - keyboard, mouse	1,000	Maintenance Cost - not recommended	\$2,163 (one year, three units)
Projected Trade-In (informational only)	n/a	Personnel Cost * IT recommends:	\$3,240 installation
Total Purchase Cost:	\$ 15,796	Total Other Cost:	\$ 19,036
		*Is this item based on request for new position? No	
5. Expected Life			
Useful Life in Years (Greater than 1 year):		ten+ years	
6. Justification - Describe the benefit of proposed equipment and provide a cost/benefit analysis.			
As part of its mission, the library offers monthly technology instruction to the public. This has been accomplished using County PCs in our Tech Lab, while mirroring a City laptop's software on a Samsung TV. This connection isn't interactive, which will be problematic with the expanded Office instruction we're planning for all ages. County installed a 65" NewLine interactive board in our Archives Room a year ago and staff would like the same functionality in our large two meeting rooms and Tech Lab. The interactive boards will provide a seamless instruction delivery of our new LearningExpress database, as well as capability to project movies and workshop presentations. Our old projection software and hardware will remain in place; the requested equipment is an expansion (not a replacement). Staff is comfortable with County's NewLine equipment and having the same projection equipment throughout the library will be more efficient for staff training and delivery of instruction. This equipment is necessary due to the continued growth of and increased service demands from our community, justifying Library Impact Fee funding of this expansion.			
Finance Department Use Only			
☐ Approved		☐ Denied	
Comments:			