

**Town of Howey-in-the-Hills Library Board Meeting
Marianne Beck Memorial Library
112 W. Central Ave**

Date: August 5, 2021

Call to Order: The meeting was called to order at 7:08 pm by Chairperson Jim Steele.

Attendance: Jim Steele, Tahsia O'Keefe, Gwendolyn Gillingham, Beth Flack, Marcia Schneider, Library Director Tara Hall: guest Sean O'Keefe, Town Administrator.

Minutes: The minutes of July 1, 2021, were read. Tahsia O'Keefe made the motion to approve the minutes as written and Beth Flack seconded the motion. The motion carried unanimously.

Library Director's Report: See the attached report.

New Business:

Director Hall attended the Country Library Directors Meeting which was held in the LEC today. She announced that every Library in the county will be receiving an 86" smart board. The LEC TV will be moved to the main library. The program will include five years of Cloud software with access to newspapers and World Book. It will also provide a new stronger WiFi, and Tumble Books for kids (e-books for kids).

The LSSS, Library Systems and Services, approached the County Library Systems again. Director Hall said none of the county libraries want privatization. This company approaches libraries every few years.

The County Library purchased a software program called Savannah for tracking library patrons for the purpose of communication. It provides the ability to contact specific demographics such as teens, parents of young children and toddlers. The system allows for sending reminders for library card renewals among other applications.

Old Business:

Sean O'Keefe gave a presentation highlighting the key points to be considered in developing the policies and procedures for entities requesting to use the LEC room(s). Included were the following from the Council of American Library Associations:

- Non-profits, civic and local organizations are not to be charged a fee
- All library sponsored programs are free and open to the public
- Local businesses can use the facility with the director's permission however no sales, fundraising or direct solicitations are allowed. Training seminars would be appropriate.
- Permission to use the facility does not in any way imply endorsement of any entity or person etc.
- Meeting rooms are not to serve as a permanent location
- The library address and phone number cannot be used by any group using the facility as theirs

Beth Flack had researched the Orange County Library policy (OCLS.info). There were several points including those presented to think about in developing the Howey Library policy and room use procedures.

Sean O'Keefe presented a review of the grant to acquire internet access devices for school students outside of school. Devices include laptops, tablets, and WiFi hot spots, There is the opportunity for 4,000 items with 100% upfront reimbursement. Target group for the program would include home school students.

Public Comments: none

Adjournment: Motion to adjourn was made by Marcia Schneider. Beth Flack seconded the motion. The motion carried. The meeting adjourned at 8:20 pm.

Respectfully submitted,
Marcia Schneider

Marcia Schneider, Secretary (electronically signed)

