

**12/18/2024
Board Meeting Minutes**

Board of Directors 2023-2024 Board of Directors

1. **Sandra Faulkner**, Chair, appointed by Pinellas County BOCC Brian Scott (sandyfaulkner@phcsa.net)
2. **Phil Phillips**, Vice-Chair, appointed by CSA Palm Harbor Advisory Board (philphillips@phcsa.net)
3. **Tamara Black**, appointed by Pinellas County BOCC Charlie Justice (tamarablack@phcsa.net)
4. **Bill Mazurek**, Secretary, appointed by the PHL Advisory Board (billmazurek@phcsa.net)
5. **Ron Schultz**, appointed by Pinellas County BOCC Dave Eggers (ronschulz@phcsa.net)
6. **Dan Wendol**, appointed by ELCL Advisory Board (danwendol@phcsa.net)
7. **John Holbach**, appointed by Pinellas County BOCC Janet Long (johnholbach@phcsa.net)
8. **Bill Westwood**, appointed by ELYSA Advisory Board (billwestwood@phcsa.net)

Meeting Location

<p>Location <input type="checkbox"/></p> <p>Palm Harbor Library 2330 Nebraska Avenue Palm Harbor, FL 34683</p>	<p>Location <input type="checkbox"/></p> <p>Parks & Recreation - The Center 1500 16th Street Palm Harbor, FL 34683</p>	<p>Location <input checked="" type="checkbox"/></p> <p>East Lake Community Library 4125 East Lark Road Palm Harbor, FL 34685</p>
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1. Meeting Opening by Sandra Faulkner, Chair
 - a. Meeting Call to Order: 6:04 pm
 - b. Pledge of Allegiance
 - c. Meeting Notice – confirmed.
2. **Roll Call:**
 - a. Board Members Present – Sandy Faulkner, Phil Phillips, Tamara Black, Bill Mazurek, Ron Schultz, Dan Wendol, John Holbach, Bill Westwood
 - b. Quorum established. Yes No
 - c. Entities directors present: Matthew David, Lois Eannel, Mark Sanders, and Erica Lynford
 - d. PHCSA entities present as follows: Beth Schaller Shelby Brennan, Ron Walker, Andy Salzman
 - e. Pinellas County representatives present: Nancy McKibben Assistant to the County Administrator, Commissioner – Dave Eggers
3. **Approval of Minutes** 2024 (last months)
 - a. **Motion to approve the November Board Minutes** – discussion / update as noted.
Motion to Approve the minutes: Yes No – unanimous approval.
 - b. Motion to approve the **Workshop minutes** – discussion.
Motion to Approve the minutes: Yes No – unanimous approval.
 - c. Audio / Video link December 2024 Board Meeting:
 - <https://youtu.be/jV7bqhoNY8s>
4. **Agency Discussion from last month**
 - a. Update - Agency Rules and Procedure update – Ron Walker
 - b. **Project Scope Review** scheduled for January 2025
5. **Public Comment/Presentations:**
 - a. Public comments offered: Yes No
 - b. Attachment (Public / Guest Sign-in attached)

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6. Treasurer's Report – John Holbach

- a. Overview – Agencies monthly / year to date spending analysis verse established budget spending.
 - **Motion approved** by Dan Wendol , **seconded** by Ron Schultz
 - **Motion Open for Discussion** – general FDIC concerns and limitation / risk exposure. Candance Bank liaison discussion related to CD's and Federal Deposit Insurance Corporation limits. Additional information and discussion are needed – update at our January meeting.
 - **The Motion** was approved unanimously by the board.

7. Palm Harbor Parks & Recreation

- a. Monthly Financials Review
 - **Motion approved** by Ron Schultz , **seconded** by Bill Westwood
 - **Motion Open for Discussion** – none.
 - **The Motion** was approved unanimously by the board.
- b. Director's Report
 - **Motion approved** by Ron Schultz , **seconded** by Dan Wendol
 - **Motion Open for Discussion** – below
 - a. Roof Repairs pending
 - b. New Construction updates given
 - c. Door replacement status given
 - **The Motion** was approved unanimously by the board.
- c. Old Business: none.
- d. New Business: none.

8. East Lake Recreation

- b. Monthly Financials Review
 - **Motion approved** by Bill Westwood , **seconded** by John Holbach
 - **Motion Open for Discussion** – none.
 - **The Motion** was approved unanimously by the board.
- c. Director's Report
 - **Motion approved** by Bill Westwood , **seconded** by John Holbach
 - **Motion Open for Discussion** – below
 - a. Soccer disabilities program highlighted (new director / more participants for 2025)
 - b. Meadow's expansion projects – survey to start first week of January 2025.
 - c. Parking Lot – resurfacing and repair (potholes filled) striping / general aesthetic updates) completed.
 - d. Canopies reinstalled after the Hurricane (painting / pressure wash)
 - e. LED lighting completed (Parking lot)
 - f. Improving the security and entry monitoring (entry gate / camera / keypad) (\$2400 / gate) > Mark to share the plan and cost with the other entities
 - **The Motion** was approved unanimously by the board.
- d. Old Business: none
- d. New Business: Highlighted upcoming events none.

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9. Palm Harbor Library

- a. Monthly Financials Review
 - **Motion approved** by Ron Schultz , **seconded** by Bill Mazurek
 - **Motion Open for Discussion** – none.

The Motion was approved unanimously by the board.
- b. Director's Report
 - **Motion approved** by Ron Schultz , **seconded** by John Holbach
 - **Motion Open for Discussion** – none.
 - a. Sliding Entry Doors (damaged during the Hurricane) quoting replacement in process (the county may provide funding) – status next month.
 - b. Artful Evening Jan. 24th update given
 - **The Motion** was approved unanimously by the board.
- c. Old Business: none.
- d. New Business: Highlighted upcoming events (newsletter)

10. East Lake Community Library

- a. Monthly Financials Review
 - **Motion approved** by Ron Schultz , **seconded** by John Holbach
 - **Motion Open for Discussion** – none.
 - **The Motion** was approved unanimously by the board.
- b. Director's Report
 - **Motion approved** by Tamara Black , **seconded** by Bill Westwood
 - **Motion Open for Discussion** –
 - a. 25th anniversary was very well received
 - b. Staffing updates provided (open positions)
 - i. Assistant Directory interviewing in process
 - ii. Volunteer coordinator – status open
 - c. Passport Services – discussed
 - d. Fingerprinting Services – customer service and changes discussed (outcome is changing the service provider to improve customer satisfaction)
 - e. Storm Debris cleaned up mostly completed
 - f. Capital Campaign was delayed due to Hurricane Milton – New rollout date planned for early 2025.
 - **The Motion** was approved unanimously by the board.
- c. Old Business: none.
- d. New Business: Highlighted upcoming events (newsletter)

11. HR Director's Report:

- a. Monthly HR Report
 - None
 - ✓ *General comment: HR Staffing support across all entities is outstanding and was acknowledged by all Directors*

14) PHSCA Liaison Report:

- b. Monthly Liaison Report
 - No additional information Not available (verbal summary only)

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15) Agency Items

a) Old Business

- I. None

b) New Business

I. **Performance Review Lesson Learned Workshop**

- When: January 22, 2025
- Location: Palm Harbor Library
- Time: 6:00 pm start
- Beth and Sandra will provide agenda
- Attendance by (1) key Advisory Board Member is recommended in addition to the PHCSA representative.

II. PHCSA Representatives

- **Motion for:** the Chairperson to write a letter of recommendation and support for the current PHCSA County Appointed Representatives (to the Pinellas County Commissioners).
- **Motion approved** by Dan Wendol , **seconded** by Ron Schultz
- **Motion Open for Discussion** – none.
- **The Motion** was approved unanimously by the board.

Designation of Next Regular Meeting: 1/15/2025 at Parks and Recreation (Harbor Hall), 6:00 p.m.

- **Motion to adjourn.**
 - **Motion approved** by John Holbach , **seconded** by Ron Shultz
 - **Motion Open for Discussion** – none.
 - **The Motion** was approved unanimously by the board.

EAST LAKE COMMUNITY LIBRARY

CAPITAL CAMPAIGN | 2025 - 2028



STRENGTHENING OUR
COMMUNITY THROUGH
INSPIRATION, ENRICHMENT,
AND EDUCATION

*Spreading
Our Wings*

CAPITAL CAMPAIGN

WHERE WE HAVE BEEN...

PINELLAS COUNTY PURCHASES 9 ACRES OF LAND FOR CONSTRUCTION OF A LIBRARY IN EAST LAKE



1997

ELCL OPENS ITS DOORS TO A 4,500 SQ FT BUILDING FOR THE RESIDENTS OF EAST LAKE



1999



A 1,900 SQ FT ADDITION WAS ADDED TO INCLUDE A COMMUNITY ROOM FOR PROGRAMS AND MEETINGS

2011

WITH \$1,000,000 STATE APPROPRIATION AND BP SETTLEMENT FUNDS PLUS PRIVATE DONATIONS, ELCL ADDED 2,500 SQ FT AND A FRONT PARKING LOT



2018

ELCL'S NEW STRATEGIC PLAN ('ROADMAP FOR THE FUTURE') REFLECTS THE INCLUSION OF A PHASE II EXPANSION IN THE COUNTY'S PENNY FOR PINELLAS PROJECTS FOR 2020-2030. WORK BEGINS FOR A MASTER PLAN FOR THE LIBRARY GOING FORWARD

2023



SERVICES

- PASSPORT ACCEPTANCE FACILITY
- COLLECTION CONNECTION HOMEBOUND SERVICE
- FAMILY SEARCH AFFILIATE LIBRARY FOR GENEALOGY SERVICES
- LIVESCAN FINGERPRINTING SERVICE
- 24/7 MATERIALS LOCKER SYSTEM
- FREE TECH HELP AND VIRTUAL TECH ASSISTANCE

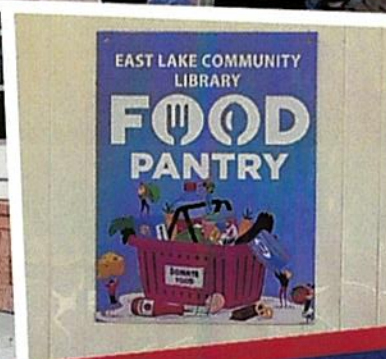


COMMUNITY OUTREACH

- COMMUNITY PARTNER WITH ROTARY, ELFR, CNCN, AND LOCAL/COUNTY ORGANIZATIONS
- 24/7 FOOD PANTRY FOR THOSE IN NEED.
- ANNUAL CHARITY DRIVES FOR TOYS, SCHOOL SUPPLIES, ETC. TO HELP OUR RESIDENTS.

SPECIAL COLLECTIONS

- GIZMOS & GADGETS - MOBILE HOTSPOTS & OTHER HOUSEHOLD, AUTOMOTIVE, AND RECREATIONAL ITEMS ON LOAN FOR FREE.
- PRESCHOOL READY, SET, READ THEMED ACTIVITY SUITCASES
- TOOLS FOR SCHOOL CURRICULUM KITS
- LAUNCHPADS WITH PRELOADED LEARNING GAMES
- ART SHOWCASE - HIGHLIGHTING LOCAL ARTISTS AND ARTISANS.



SPECIAL PROGRAMS

- ADVENTURE AWAITS SERIES FUNDED BY WATERFORD PRESS.
- FREE HEALTH AND WELLNESS PROGRAMS FOR ADULTS AND SENIORS.

WHAT HAVE WE DONE?

WHY DO WE NEED A LIBRARY EXPANSION?

THE BIGGEST ISSUE FOR EAST LAKE COMMUNITY LIBRARY IS THE *LACK OF SPACE*. THERE ARE ALSO *SERIOUS NEEDS* THAT CANNOT BE MET IN THE EXISTING BUILDING:

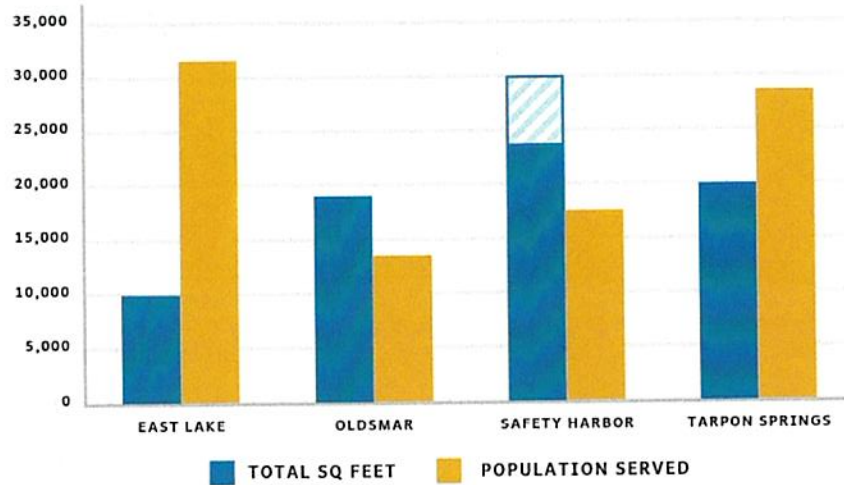


LET'S COMPARE...

At 8,900 square feet, East Lake Community Library is one of the smallest libraries in Pinellas County - but serves an average of 75,000 patrons annually.

This graph reflects the disparity with other north county libraries when comparing size versus service population. Note that Safety Harbor Library is also adding 4,800 square feet in 2025.

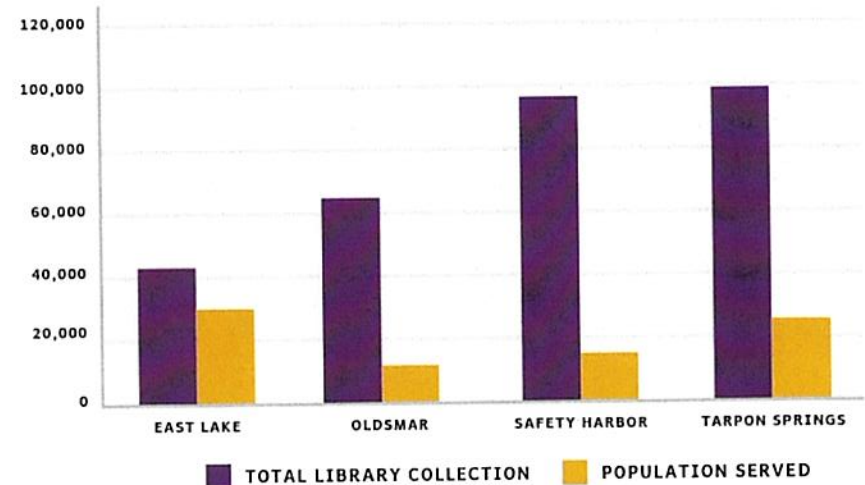
LIBRARY POPULATION SERVED COMPARED WITH SQUARE FOOT OF FACILITY



Because of limited space, ELCL's collection has remained at just over 40,000 items for TEN years! This library cannot offer a broader collection of materials to meet patrons' needs and interests in the present building.

**MORE SPACE
=
MORE BOOKS!**

LIBRARY COLLECTION SIZE COMPARED TO POPULATION SERVED

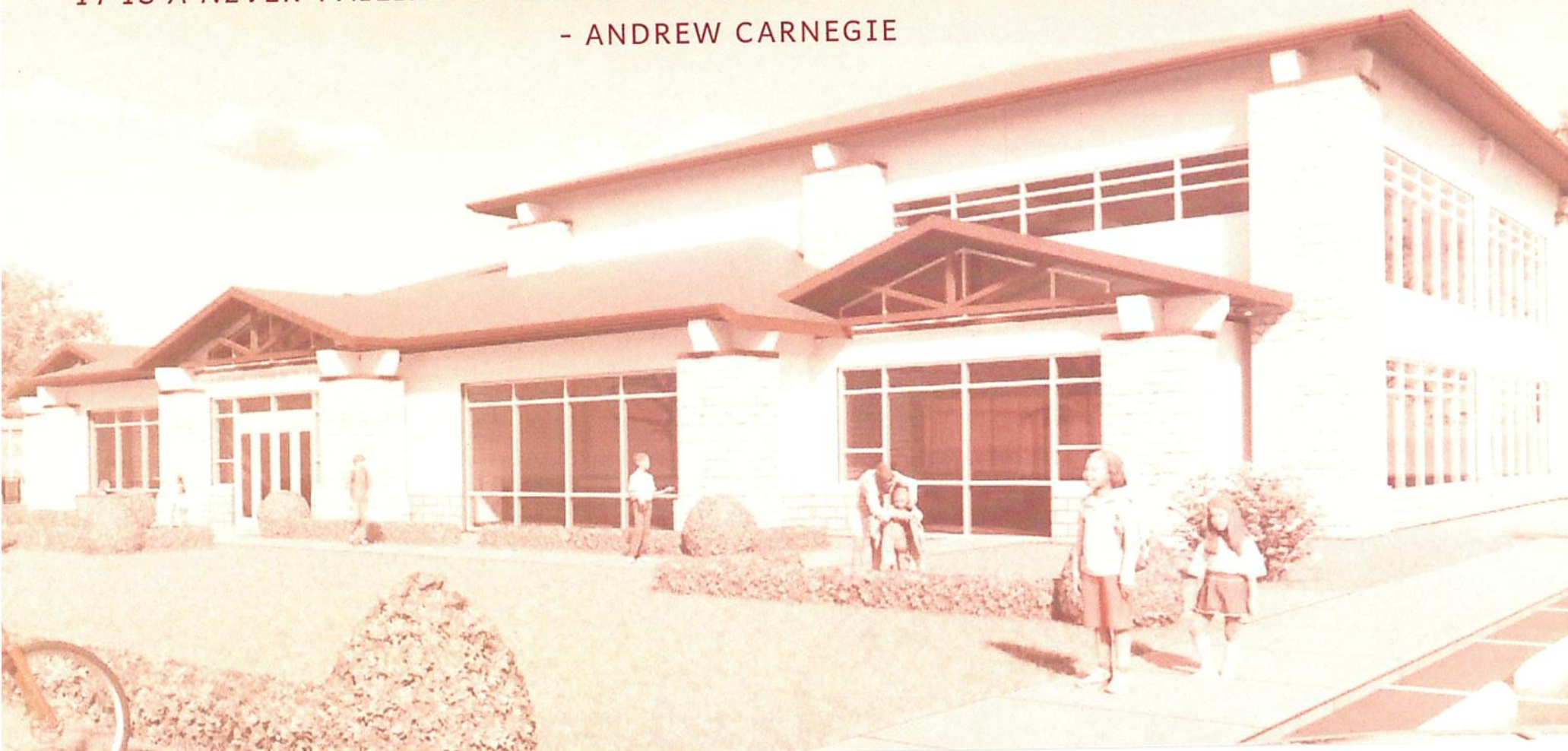


- Spacious new Children's Department with activity centers and expanded collection
- Expanded Parking

- Separate Children's Program Room with Museum Corner exhibit space
- Spacious enclosed Friends' Bookstore

*"A LIBRARY OUTRANKS ANY OTHER ONE THING
A COMMUNITY CAN DO TO BENEFIT ITS PEOPLE.
IT IS A NEVER-FAILING SPRING IN THE DESERT."*

- ANDREW CARNEGIE



WHAT DOES A BIGGER LIBRARY MAKE POSSIBLE FOR YOU?



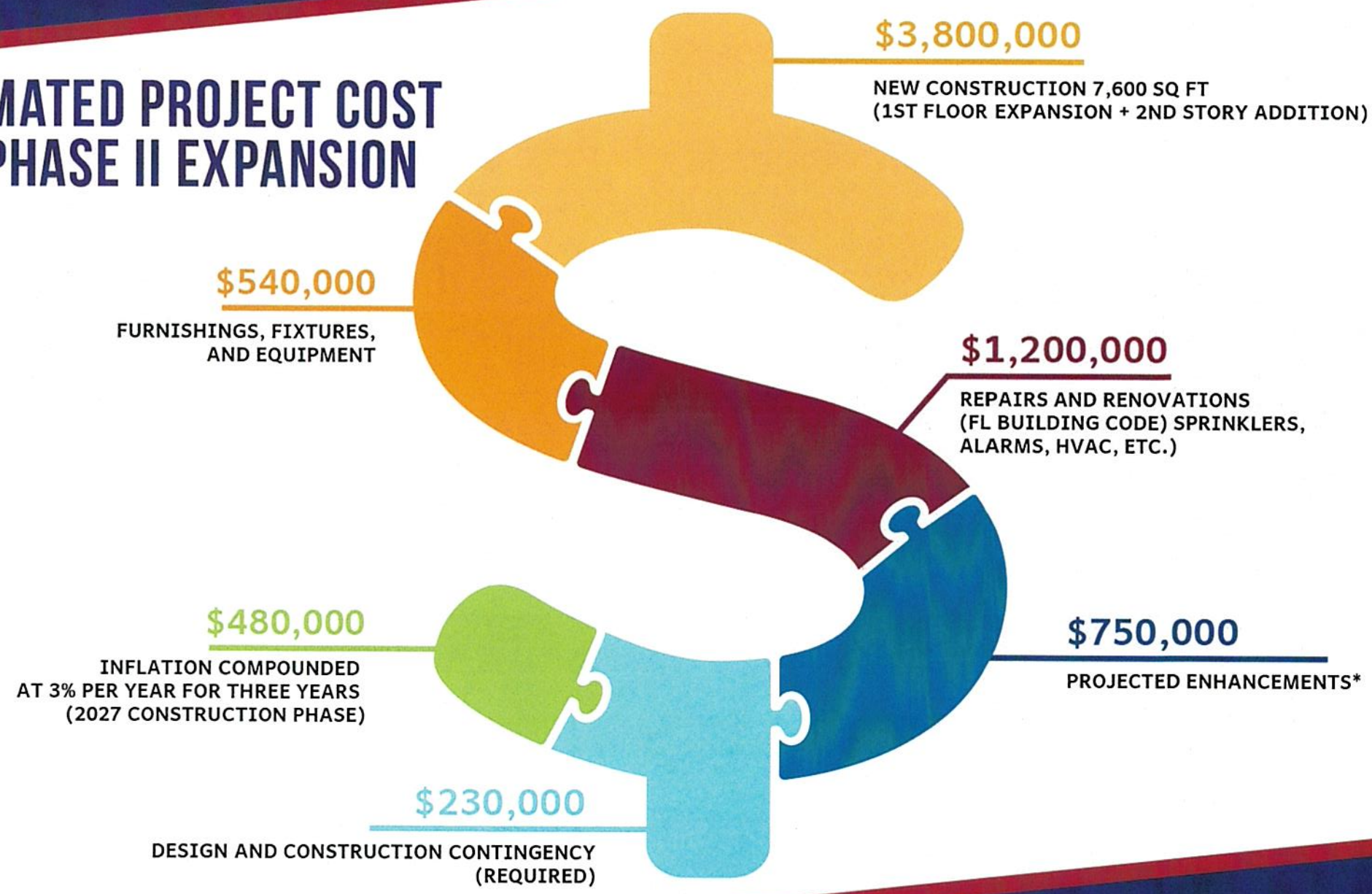
Enlarged Adult Services Department with expanded collections and more seating

Dedicated rooms and spaces for study, meetings, and quiet reading

- Larger Community Room to accommodate more events and programs

- Enlarged Computer Lab and Business Center

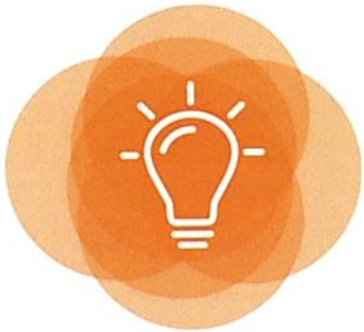
ESTIMATED PROJECT COST FOR PHASE II EXPANSION



WHAT WILL IT COST?

\$7,000,000 TOTAL

*PROJECTED ENHANCEMENTS



ROOF SOLAR PANELS TO REDUCE ENERGY COSTS

BACKUP GENERATOR TO ALLOW THE LIBRARY TO SERVE AS A DISASTER RELIEF CENTER FOR THE COMMUNITY



COVERED WALKWAYS & PARKING TO PROTECT PATRONS & STAFF FROM THE ELEMENTS



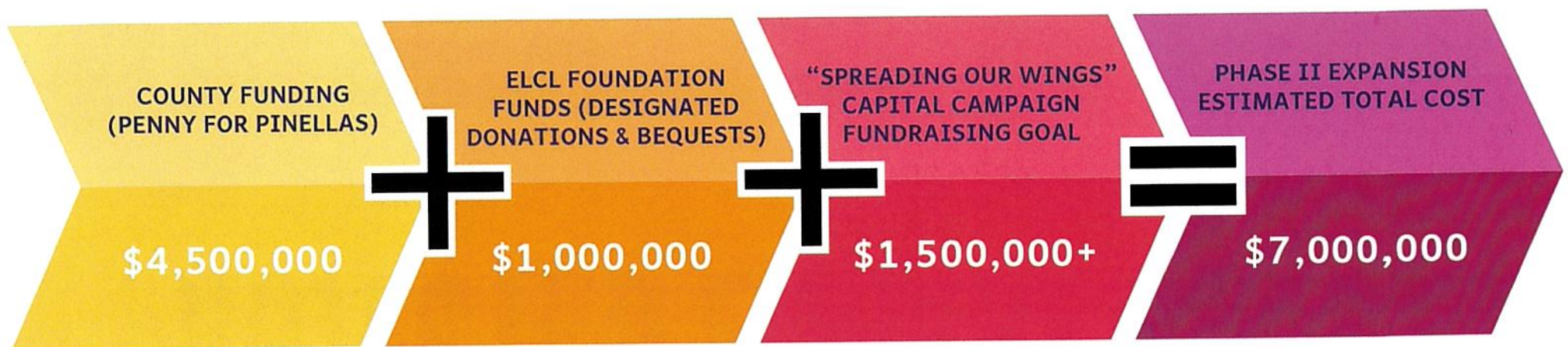
ONE POINT-OF-SERVICE DESK FOR ALL PATRONS



INVESTING IN YOUR COMMUNITY

“Expanding our library will allow us to grow our physical collections, the programs we offer, and the number of people we can accommodate at special events and popular workshops. A larger library facility will offer private study areas, spaces for meetings and quiet reading, wider aisles, and more space for activities and services. We are excited for the future of the East Lake Community Library and look forward to “Spreading our Wings” as we serve the residents of our community.”

Lois Eannel, Library Director



*INCLUDES RENOVATIONS OF EXISTING BUILDING + NEW CONSTRUCTION

COMMUNITY COMMENTS:

NANCY S.

"A gem of a library -- ELCL exemplifies the community part of its name. The locker for after hours checkout of holds, food pantry, variety of programs for all ages, and accessibility of its building and beautiful grounds are a few of its many outstanding features."

SARA S.

"The East Lake Community Library staff is always helpful and super friendly. It is a great environment to be in!"

MARILYN K.

"Absolutely the best. Going there is like getting a good book and a huge hit at the same time. It's a very special gem."

PAT K.

"The East Lake Library has always been a hidden jewel to those of us on the east side of the lake. We thought we could keep it to ourselves forever but with the many wonderful programs for all ages, it's hard to keep it a secret any longer"

ELMER F.

"Congrats to you and the East Lake Library staff - an ongoing welcome asset to the community. I've read some articles on what makes a great library and I think all apply to East Lake."

FROM 2022 ELCL PATRON SURVEY:

- 99% of respondents participated in library programs at least once a month.
- 100% felt the library performed an important role in the community.
- 99% satisfaction rate with library staff.

**THIS LIBRARY IS VALUED
IN THE COMMUNITY!**

Thank You!



GREATER EAST LAKE COMMUNITY LIBRARY FOUNDATION
EAST LAKE COMMUNITY LIBRARY
4125 EAST LAKE RD. PALM HARBOR, FL. 34685

WWW.EASTLAKELIBRARY.ORG

