



LAKE COUNTY LIBRARY ADVISORY BOARD MINUTES

April 17, 2025 – 5:00 P.M.

Marianne Beck Memorial Library, 112 W. Central Avenue, Howey-in-the-Hills, FL 34737

REPRESENTATIVE MEMBERS ATTENDING:

Betsy Dokken, Member, Eustis Memorial Library
Tom Harris, Member, Fruitland Park Library
Robert Glockler, Member, Leesburg Public Library
Michael Ertel, Member, Marianne Beck Memorial Library
Leslie Temmen, Member, Montverde Library
Deborah Weinert, Alternate, Tavares Public Library
Mary Nichols, Member, Umatilla Public Library
Catherine Gillespie, Member, W.T. Bland Public Library
Tom Vail, Member, District 1
Juana Delacruz, Member, District 2
John Nystrom, Member, District 4

OTHERS ATTENDING:

Timothy Morris, BCC Commissioner, District 5 and Library Liaison
Cari Christian, Assistant County Manager
George Taylor, Director, Office of Library Services
Lindsay Platt, Associate Director, Office of Library Services
Gabrielle Moore, Program Specialist, Office of Library Services
Cathy Lunday, Library Director, W.T. Bland Public Library
Amy Stultz, Library Director, Umatilla Public Library
Josie Dix, Library Manager, Minneola Schoolhouse Library
Rebecca Campbell, Library Director, Tavares Public Library
Dusty Matthews, Library Director, Leesburg Public Library
Amanda Moldan, Library Director, Marianne Beck Memorial Library
Kymberlee Pearson, Office Associate V, Recording Secretary, Office of Library Services

MEMBERS/ALTERNATES ABSENT:

Robert Ballenger, Alternate, Fruitland Park Library
Larry Ross, Member, Tavares Public Library
Robert Miller, Alternate, Umatilla Public Library
Beth Sharpe, Alternate, W.T. Bland Public Library
Dencov Bryant, Member, District 5

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE:

Chair Dokken called the meeting to order at 5:02 p.m. A quorum of voting board members were present. The Pledge of Allegiance was recited and a moment of silence observed.

INTRODUCTION OF GUESTS:

Elske Palmer, Town of Montverde

NOTICE OF MEETING – PROOF OF PUBLICATION:

Proof of publication was presented.

CHANGES TO THE AGENDA:

We will need to postpone the Sunshine Law Presentation for another date.

APPROVAL OF FEBRUARY 20, 2025 LIBRARY ADVISORY BOARD MEETING MINUTES:

Chair Dokken asked for any questions or discussions on the minutes of the February 20, 2025 meeting. The Chair called for a motion to approve the minutes. **Cathy Gillespie moved to approve the minutes from the February 20, 2025 meeting. Tom Harris seconded; the motion was put to a vote and passed unanimously.**

CITIZEN QUESTION AND COMMENT PERIOD:

NONE.

COMMISSIONER MORRIS'S REPORT:

Commissioner Morris mentioned that they are working on the budget, and his goal is to analyze the budget and take care of libraries, infrastructure, and roads. It is his opinion that we are twenty years behind and he would like to see us catch up. He reiterated that he is available by email and phone and is in the office on Tuesdays if anyone would like to contact him. You can also call Jodi Hanson to make an appointment.

CHAIR'S REPORT:

Chair Dokken reported on the White House Executive Order reducing IMLS – the Institute of Museum and Library Services to its “statutory functions”. It also requires that “non-statutory components and functions shall be eliminated to the maximum extent”. Other recent executive orders worded similarly have been used to decimate other federal agencies and render them useless. Chair Dokken and other public library supporters, are extremely concerned that the wording of this executive order could result in cuts to the core functions of IMLS, including federal funding through Grants to States program, the National Leadership Grant program, and all current contracts, grants, and awards. This Executive Order passed on 3/14/2025.

If anyone opposes these funding cuts and would like to share your opinion with the government, you can visit the “Every Library” website at action.everylibrary.org to sign a petition, send an email to your elected officials, call your representatives in Congress and/or submit a letter to the editor.

Chair Dokken read an excerpt from publishersweekly.com that was posted on 4/16/2025:

A month has passed since a March 14 executive order called for the elimination of the Institute of Museum and Library Services “to the maximum extent consistent with applicable law.” Since then, all but 12 of the agency’s staff of approximately 75 employees have been put on paid administrative leave and received notice of an agency-wide reduction in force to take place May 4.

The reduced IMLS staff, which one source compared to a “skeleton crew,” appears to lack the personnel to administer existing grants or process incoming grant applications.

OLD BUSINESS:

NONE.

NEW BUSINESS:

NONE.

DIRECTOR’S REPORT, OFFICE OF LIBRARY SERVICES:

Here are some highlights from February:

- We saw a **22.3%** increase in **Program Attendance** compared to January
- There was a **191%** increase in clicks to the **Welcome Page**
- The **Most Searched Authors** are **James Patterson** and **Ellery Adams** for two months straight

- **February 2025 statistics:**

- Circulation: 122,005
- People & Programs: Door Counts 91,672 | Program Attendance 12,864
- New Cardholders: 1,253
- Computer Sessions: 6,155 | WiFi Bandwidth: 7,301.62
- Catalog Analytics:
 - Total Views: 224,526
 - New Adult Fiction Link: 3,185
 - New DVDs Link: 2,726
 - Welcome Page Suggestions: 1,945
 - Readalikes Links: 713

Most used organic search terms:

Title: Death of a Smuggler and The Women

Author: Ellery Adams and James Patterson

Term: “Pokemon” and “Music CDs”

- **Beanstack February statistics:**

- 9 New Registrants
- 28,550 Minutes Read
- 0 Activities Completed
- 0 Activity Badges Completed
- 449 Books Logged
- 367 Logged Days
- 42 Earned Rewards

- **System-Wide Eblasts**

Email	Unique Open Rate	Clicks
LCLS Staff Newsletter	54.49%	2
Marion Baysinger Winter Book Sale	30.71%	10
Tavares March Newsletter	36.93%	31
Cooper Upcoming Events March	51.23%	180
LCLS Coming Soon March	43.23%	594

- Contact information for Library Advisory Board members: Director Taylor followed up with the County Attorney's Office, IT, and Communications regarding the posting of the Library Advisory Board, and they recommend posting the names only with the Office of Library Services' Office Associate handling email requests.
- Server update: We've prepared the basic metadata structure (called Dublin Core) on our server the way the Sunshine State Digital Network (SSDN) requires. However, we haven't yet turned on the system (called OAI-PMH) that lets SSDN access and harvest our data. We can't activate that part ourselves — we'll need help from our IT department. Once we have enough data in place to make joining SSDN worthwhile, we can ask IT to help set it up. When we are ready to move forward, we will reach out to the city locations to see what we can put on the server.
- Summer Reading Program: Director Taylor shared that the State Library puts together an annual themed package, at no cost, for Summer Reading from the CSLP and this year they did not partner with them. We worked with County Communications and they did an amazing job in producing artwork in a short amount of time.
 - Gabrielle Moore, Program Specialist for the Office of Library Services shared a presentation of the Summer Reading program promotional items.

BOARD MEMBER COMMENTS:

John Nystrom asked if we have a liaison to the Lake County School Board. Director Taylor replied that we go through Lake County Communications to reach out to the schools.

Mr. Nystrom suggested creating a position to work with them to open up communications. He mentioned that students rotate through libraries once a week, and materials could be sent to the library for them to pick up. Director Taylor replied that we have an open position that will reach out to the school system when filled. Mr. Nystrom suggested having library representation at the beginning of the school year. Director Taylor will discuss with the member directors.

Deborah Weinert asked when the 1,000 Books Before Kindergarten program will start. Director Taylor replied that we are working with Communications, and we plan to start the first of

September as a system-wide program. A few of the other libraries are already offering this program. This will be a concerted marketing effort along with Library Card Sign up month. Ms. Weinert asked about the cost. Director Taylor replied that the only cost is if you are providing prizes.

Mike Ertel wanted to know how much funding we receive from ILMS. Director Taylor replied that they provide funding to all fifty states and \$11 million to the State of Florida. Part of the \$11 million makes up our State Aid Funding. The State pitches in \$8-9 million. The Lake County Library System receives approximately \$150,000 and this is based on the amount of our budget. The funds are used for computer replacements, databases, and some programming. Also, Director Taylor has not heard any updates from the State Librarian and the State would have to adjust the statute.

ADJOURNMENT:

There being no further discussion, Chair Dokken, seeing no opposition, called for an end to the meeting. The meeting was adjourned at 5:34 p.m. The next meeting will be held May 15, 2025 at the Marianne Beck Memorial Library, Howey-in-the-Hills.

Respectfully submitted by Kymberlee Pearson, Recording Secretary.