

**LAKE WALES LIBRARY BOARD
MINUTES FROM MEETING HELD ON
WEDNESDAY, APRIL 11, 2018**

Members in attendance: Jacquie Hawkins, Brystal Michalkiewicz, Jolene Birchfield and Paula Alford.

Staff in attendance: Tina Peak and Carolyn Perry

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The meeting was opened by Paula Alford, in the absence of the Chairman.

**Review of the January Meeting Minutes**

The minutes of the meeting of the Lake Wales Library Board held on January 10, 2018 were reviewed. It was moved by Jolene Birchfield, seconded by Jacquie Hawkins and unanimously approved by the Library Board members that the minutes be accepted as printed. (There was no meeting in February and March.)

**New Chairman Needed**

It is with regret that we received the resignation of Margaret Swanson, Chairman of the Lake Wales Library Board. She and her husband moved to Winter Haven which necessitated her resignation.

After discussion about the matter, it was moved by Brystal Michalkiewicz and seconded by Jacquie Hawkins that Paula Alford become the new Chairman. It was unanimously approved by the Library Board members that Paula Alford fills the position of Chairman.

**Review of Statistics for January-March**

Various line items were discussed. The Bookmobile circulation continues to escalate – from 2100 in October 2017 to 3124 in March 2018. Many patrons have voiced their satisfaction with the Bookmobile operation. Today is National Bookmobile Day and this occasion is celebrated with special T-shirts for the library staff and gifts for the bookmobile patrons.

**Updated Internet Usage Policy**

Tina reported that slight changes were made to the library's internet policy to remove dated language that is no longer appropriate. The changes were reviewed by the City Attorney and approved. After discussion of the updated policy, it was moved by Brystal Michalkiewicz, seconded by Jolene Birchfield, and unanimously approved by the Library Board members that the updated internet usage policy be accepted.

**Lake Wales Library Association Updates**

In the absence of Glenda Morgan, President of the Lake Wales Library Association, Tina gave the following updates:

Saturday, April 14 - Virginia Lassiter Leadership Luncheon  
at the Episcopal Church Parrish Hall, 221 S. 4<sup>th</sup> Street, Lake Wales  
Tickets are \$25 and are available at the Lake Wales Public Library  
Special feature: A panel discussion with three local leaders in the agri-business field

Thursday, April 19 – Lake Wales Library Association annual financial meeting to review investments and donations for fiscal year 2017-2018.

\$2000 in memberships were received so far this year.

### **Proposed Change in Meeting Day for Library Board Meeting**

Tina consulted the Board members about changing the Library Board's meeting day from the second Wednesday of the month to the first Wednesday of the month because of a conflict in her schedule. This matter was discussed and a motion was made by Jacquie Hawkins, seconded by Brystal Michalkiewicz, and unanimously approved by the members that the meeting day be changed to the first Wednesday of the month at 4 pm.

### **Volunteer Appreciation Dinner**

The annual Volunteer Appreciation Dinner will be held on May 4, 2018 at 5:30 at the Lake Wales Woman's Club. This is a time to honor our volunteers who give many hours of service to help make the Lake Wales Public Library a meaningful place in our immediate community and to surrounding areas.

### **Sunshine Law Video**

It is required that all commissions, boards and committees view the informational video on Florida's Government-in-the-Sunshine Law each year. The Lake Wales Library Board would like to include this viewing at the next Board meeting on May 2. The City Clerk will be contacted for approval, based on the availability of the video.

### **The North Library Branch**

Tina gave an update on this project. She talked with Commissioner Curtis Gibson about the benefit of this project to the community. After their conversation, Commissioner Gibson showed more interest in the project. This project will be presented to the Lake Wales City Commission during FY18-19 Budget Workshops.

### ***Coming Events***

#### ***Sunday, April 15 – 2 pm – Lake Wales Museum***

Florida's Amazing History and Why You Should Care  
Presented by noted journalist and author Eliot Kleinberg

#### ***April 22-28 – American Library Association's Preservation Week***

Two free classes:

Tuesday, April 24 – 10 am – Basic Book Repair – Lake Wales Public Library  
Learn the basics of book repair, tightening binders, etc.  
Registration required – call 678-4005

Thursday, April 26 – 12 noon-1 pm - Be Your Own Curator – Lake Wales Museum  
Learn how to care for, store and organize your personal documents and photographs  
Registration required – call 676-1759

The next meeting is scheduled for Wednesday, May 2, 2018 at 4 pm. If you are unable to attend this meeting, please email [cperry@cityoflakewales.com](mailto:cperry@cityoflakewales.com).

There was no further business and the meeting was adjourned.

Submitted by

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Carolyn D. Perry, Library Clerk

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Paula Alford, Chairman