

**LAKE WALES LIBRARY BOARD
MINUTES FROM MEETING HELD ON
WEDNESDAY, SEPTEMBER 5, 2018**

Members in attendance: Paula Alford, Jolene Birchfield, Brystal Michalkiewicz and Allison Kapphan.

Staff in attendance: Tina Peak, Carolyn Perry and Jennifer D'hollander

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The meeting was opened by Chairman Paula Alford.

**Review of the June Meeting Minutes**

The minutes of the meeting of the Lake Wales Library Board held on June 6, 2018 were reviewed. Brystal Michalkiewicz moved and Jolene Birchfield seconded the motion to approve the minutes as printed. The motion passed. (There was no meeting in July and August.)

**Revised Interlibrary Loan Policy**

Tina reviewed the purpose of the Interlibrary Loan service. Tina and the Reference Department staff suggested changes to the Interlibrary Loan Policy for the Library Board to consider. The primary change is the increase of overdue fines from 25 cents a day per item up to \$1 a day per item for interlibrary loan material. Because the Lake Wales Public Library is liable for damaged materials and late returns, this increase is warranted. After discussion of the changes, Brystal Michalkiewicz moved and Jolene Birchfield seconded the motion to approve the recommended changes. The motion passed.

**Budgets for Library/Bookmobile/BMail**

The budgets for the library, bookmobile, and B-Mail were distributed and reviewed by the Library Board. Tina reported that the first reading of the budget by the Lake Wales City Commission takes place September 5th and the second reading takes place on September 19th. Tina reviewed and clarified several line items for the Board. Tina elaborated on one capital item - \$45,000 for the design of the North Library. Architects are creating a design for the North Library with costs for consideration in the new fiscal year. Allison Kapphan moved and Brystal Michalkiewicz seconded the motion to approve the budgets for the Library, Bookmobile, and B-Mail and to authorize the City of Lake Wales to administer these budgets for the Library Board in fiscal year 2018/2019. The motion passed.

**Youth Services Library Staff Opening**

Dawn Copple, a Library Specialist in the Youth Services Department, resigned in August for family reasons. She was a great asset to this department and she is missed. This position has been posted and many applications have been received. There are four applicants that are seriously being considered at this time. Interviews have been scheduled. The new employee will be actively involved with the school system - the teachers and the students. Tina would like to have this position filled in the beginning of the new fiscal year.

### **Lake Wales Museum Report**

Jennifer D'hollander, Museum Director, reported on the activities of the Lake Wales Museum. The Museum had a very successful summer program. The Museum has received several grants which enabled many events to take place this year. A grant was received from Florida's Natural Growers Foundation for weekly summer family activities. The programs were held on Saturdays, June through August. The programs were well attended and a lot of fun. Jennifer has applied for a grant for next summer with Florida's Natural Growers Foundation for the same programs. The total attendance at the Museum from October 2017 to date is 6300 persons. Surveys were made available to the community regarding the operation of the museum as part of the Museum's Strategic Planning. There were more than 100 responders to the survey. Jennifer reported that major repair to the east freight wall has been completed. There are two new exhibits this month:

September 18-November 24

Patios, Pools & the Invention of the American Backyard – This traveling historical exhibit explores the mid-century backyard from the rise of the suburbs and tract houses, to the beauty of postwar garden design, and the birth of the environmental movement. Free to the public.

September 20 – 6 to 8 PM

Pop History Happy Hour – Talk to the curator and enjoy live music, history trivia, complimentary food, and cash bar. Free to the public.

The Lake Wales Museum will present Pioneer Days, October 27-28, on the shores of Lake Wailes, featuring heritage arts, pioneer celebration, historic tours and family-friendly fun.

### **Library Summer Report**

The Library's summer program was a great success. The Youth Services Department's programs were well attended. There were 158 participants for the reading log program, 130 participants in the family programs, 480 participants in the kids' programs and 63 participants in the teens program. The adult summer programs were also successful. Seven adult programs were presented for the summer and there were a total of 92 participants.

The next meeting is scheduled for Wednesday, October 3, 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