

Tampa Bay Library Consortium
Board of Director's Meeting
Minutes
May 9, 2003
1:30 p. m.

PRESENT:

Linda Gillon – Tampa/Hillsborough County Public Library, Secretary
Marlyn Pethe – University of Tampa, Past President
Judy Born – Manatee Community College Library
Grace Veach – Southeastern College, Steelman Media Center
John Szabo – Clearwater Public Library System, President
Kathy Arsenault – USF/St. Petersburg Campus Library, Vice President
Jim Carey – USF/SLIS
Gary Albarelli – Florida Institute of Phosphate Research Library
Bill Foster – MacDill Air Force Base Library
Phyllis Ruscella – University of South Florida/Tampa Campus

EX OFFICIO:

Diane Solomon – TBLC
Beth Watson -- TBLC

Absent:

Diana Akins – Bay Pines VA Medical Library
Nancy Pike – Sarasota County Library Systems Administration, Treasurer
Mary Gaines -- St. Petersburg Public Library
Flossie Benton-Rogers – Citrus County Public Library

- I. The meeting was **called to order** by President, John Szabo at 1:35pm.
- II. Minutes of March 14, 2003 were accepted as written, distributed and filed.
- III. **Treasurer's Report**

Diane Solomon, reported in Nancy Pike's absence. Diane stated that as of April 30th, all but 20% of the Dynix charges for the new server and Dynix-Dynix-Horizon migration have been paid. She also indicated that funds have been transferred from the SWFLN deposit account to cover their Anywhere-Anytime Library Alleycat implementation and support for 2002-2003.

Diane further clarified that in QuickBooks it is not possible to show as received in the current year funds that were received in previous years. The auditor instructs the bookkeeper in the needed journal entries during the annual audit at the end of the fiscal year. Income shown on the QuickBooks reports in several carry forward type categories will appear as \$0 while the amount budgeted is actually available for expenditure. She noted that generally library cooperative aid and other appropriate grant funds are expended before turning to TBLC monies.

Diane stated that on April 30, 2003, \$93,000 of the TBLC Certificate of Deposit at Coast to Coast was rolled for 24 months, at the jumbo rate of 3.15% interest. The remainder was deposited in Surplus Trust 1. At the March meeting the Board approved the rollover.

IV. President's Report

John Szabo and members of the **Search Committee** reported on the Executive Director search. Diane verified that the Search Committee has a budget of \$5,000.

State Library/Legislative Report—John reported that the budget will be determined in a Special Session. It appears that at the State Library, 106 positions will be funded. Many of these are vacant. The Legislature has not funded the \$2 million to move the circulating collection. The State Library essentially remains intact. John reported that the State Aid revision bill passed. The bill regarding confidentiality of circulation records of overdue and unreturned books loaned to persons under age 16 passed. The Filtering bill has died for the 5th time. John stated that there are no dollars in the legislative budgets at this time for library construction. MLC funding will be a conference committee issue in the special session. The House allocated \$1.2 million and the Senate budget has only allocated \$600,000. John noted the outstanding work of the lobbyist the MLC's have hired.

Diane indicated that the six MLC directors met with representatives of the Department of State (including Secretary Hood) and the State Library in Tallahassee on May 7, 2003. This meeting was productive and positive.

John announced members of the Nominating Committee—Kathy Arsenault, Judy Born and himself. He announced Nancy Pike, Flossie Benton-Rogers and Gary Albarelli as members of the Finance Committee. The Personnel Committee has one member, Linda Gillon. John will appoint additional members to this committee.

V. Executive Director's Report

Diane and others from the Library community will be in Washington, DC, May 12 and 13, 2003, for National Library Day. She distributed a schedule of appointments with Senators and Representatives made by library advocates to discuss library issues.

Copies of the TBLC Library Cooperative Aid (LCA) grant application for 04/05 were distributed. The application includes the plan of service approved in March. These applications are used to build the state library budget request for LCA. Midyear reports on LSTA grants have been submitted. The State Library has made available up to \$15,000 to each MLC in additional LSTA funds for technology education. TBLC has applied for and received \$15,000. TBLC plans are to provide technology-training classes and to purchase FLASH and Dreamweaver software and begin training on these packages.

Diane was a speaker at the Texas Library Association, the largest state library conference held in the United States on the Florida MLC model. Following the speech the other panelist asked if TBLC's web design services would be available to them on a contract basis. This has resulted in Brian Jones writing a proposal for the South Jersey Regional Library Cooperative. The proposal has been accepted.

Beth Watson reported on group electronic database purchases. New products are EBSCO Publishing's Magill OnAuthors and MagillOnLiterature, Political Risk Services products, ProQuest databases (poetry, genealogy and BigChalk) and a new ebook product called Safari.

Beth introduced Diana Sachs, Virtual Reference Coordinator. She stated that the Beta sites have been established and training is being developed. TBLC and CCLA are currently opening participation to an additional 40 libraries as part of the LSTA grant. It is planned that the service will go live at the end of July. Docutek is the software vendor selected for this service.

VI. Committee Reports

Search Committee

Marlyn Pethe and Judy Born reported on the search process. The job ad is in place with the job description being worked on. Phone interviews are scheduled for the end of July. One-on-one interviews will be in August.

Motion by Judy Born, seconded by Jim Carey to reschedule next Board meeting for August 22, 2003, 1:30 pm, due to Search Committee's work. Motion passed unanimously.

SUNLINE Committee

Grace Veach indicated that the SunLine Directors would soon establish a timeline for the Horizon migration. Diane continues to work with Mary Brown regarding TBLC library automation services for PPLC that currently have stand alone or other non-SunLine systems. There is a possibility of available PPLC reserve funds to begin a project.

Anywhere-Anytime Library

Diane reported on the LSTA proposal for the fifth year of this program. She stated that Dynix expects to issue a new release of the URSA software as Horizon Interlibrary Loan (HILL) in the fall. Horizon libraries will then be able to implement the extended circulation feature using NCIP. Libraries with other automation systems that are already pre-mapped in URSA will be able to continue this feature. All new implementations will require NCIP on the library automation vendor side. After implementation Dynix will move to an ASP model for the server side of this product. At that time networking of networks will be possible. WebFeat translators as part of the Anywhere-Anytime Library database access are still being worked on.

Work on the Florida Electronic/Virtual Library continues. There will be a general conference May 15-16 in Orlando. The next Florida Library Network Council meeting is planned for August.

VII. Unfinished Business

TBLC Annual Meeting

The annual meeting will be held at the Harborview Center in Clearwater on November 14, 2003, at 9:30am. Hardhat tours of the new Clearwater Public Library – Main will be offered.

VIII. New Business

Beth Watson presented a proposal to convert the Reference Book Exchange to a virtual listing in place of materials being delivered to TBLC for pick up at TBLC. Her proposal calls for almost exclusive electronic handling of this service for TBLC members. Beth described the many advantages of making arrangements for the exchange electronically. The Board endorsed the proposal.

Karen Wilber reported on an application for a NEH Preservation Grant that has been submitted on behalf of five small member libraries. The proposal provides for three workshops that would be offered free to libraries and museums in the region on a first come first served basis.

Diane reported on Firewall maintenance and record/statistics keeping with Greg Sweers as TBLC's firewall expert. **Motion by Jim Carey, seconded by Bill Foster to enter into a one year/20 hour contract with Greg Sweers for this service.** This cost is a 10% discount on the service he provides. The cost of \$1900 will be divided between TBLC and SunLine. Motion passed.

IX. Announcements

Phyllis Ruscella announced that Monday, USF Library, Tampa campus, will launch their new website. Phyllis is also working with Susan Anderson to bring an Immersion workshop to this area. Immersion workshops focus on Information Literacy.

Bill Foster reported the hiring of a new reference librarian at the base library. Her name is Shirl Kennedy.

IX. Meeting adjourned at 3:10pm.

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