

HEARTLAND LIBRARY COOPERATIVE  
Meeting Minutes  
March 17, 2010

HLC Governing Board members present: Archbold-Fred Lohrer; DeSoto - Paul Erickson, Commissioner Judy Schaefer, Ann Ryals; Glades - Commissioner Donna Shorter-Long, Julie Perry, Jeanette Peeples; Hardee - Commissioner Terry Atchley, Gloria Davis; Highlands-Commissioner Guy Maxcy, Councilman Debra Worley; Okeechobee - Marion Davis, Robbie Chartier, Absences: Commissioner Margaret Garrard Helton, Diana Youmans, June Fisher. Others present: Librarians Mary Booher, Kresta King, Elizabeth Kenney, Patti Lang, Michael Pate, Cooperative Coordinator Mary Myers, Julie Fowler and Brian Quinlin from NCT Group CPA's.

Chairman Paul Erickson called the meeting to order at 10 a.m. Commissioner Judy Schaefer open with prayer and lead in the pledge to the flag. The notice of public meeting was read. There were no additions to the agenda, which was approved as written, with a motion by Terry Atchley, a second by Robbie Chartier, and unanimous approval. The minutes of the previous meeting were moved for approval, with a motion by Ann Ryals, seconded by Robbie Chartier, and passed unanimously.

#### COORDINATOR'S REPORT

Coordinator Mary Myers presented her reports including the financial report. Motion was made by Robbie Chartier to approve the Coordinator's report and financial report with a request by Librarian Elizabeth Kenney to add in the Circulation by Material Type Table, 201 magazines for Desoto. It was seconded by Terry Atchley, and passed with unanimous approval by the Board.

#### ANNUAL FINANCIAL AUDIT

Julie Fowler, NCT Group, reported on the audit results for the year ended September 30, 2009, and made one recommendation regarding bank reconciliations. No other findings or recommendations were made. If the Cooperative were to lose its state funding it could probably continue on for a year after which the State would intervene.

#### LONG RANGE DRAFT DISCUSSION

Coordinator Mary Myers presented the Long Range Plan Draft for 2010-2015 required by the State Library as part of the application for State Aid. She pointed out a few corrections to be made, and with the Board's input the wording under Goal 4 – Action, was decided. Librarian Fred Lohrer suggested percentage graphics were added to the tables of library statistics. Motion to approve the Long Range Plan for 2010-2015 was made by Gloria Davis, seconded by Ann Ryals, and passed with unanimous approval by the Board. The draft will be updated and posted on the Cooperative's web page.

#### REINSTATEMENT OF INFORMATION TECHNOLOGY TRAINER POSITION

The Cooperative will reinstate the Information Technology Trainer position as a temporary one with no benefits, with funding already available. The hiring will begin immediately. The temporary period will end September 30, 2010. The position will be re-evaluated at the end of this period contingent on State funding when, depending on the Legislature's decision, it might continue as a full time position with benefits.

The curriculum has already been developed. Highlands Co. Libraries and Okeechobee Libraries will have one full day of classes and the smaller Libraries will have the option of morning or afternoon classes. There will be a fixed schedule. This position will take over the Monday courier run. Motion was made by Ann Ryals to approve the position as presented, was seconded by Terry Atchley, and was passed unanimously by the Board.

#### DVD CIRCULATION POLICY REVIEW

Motion was made by Terry Atchley to end the trial period. DVDs will remain non-holdable and non-renewable; except for those Libraries that will like to allow their patrons to put holds on their DVDs only, was seconded by Judy Schaefer, and was passed unanimously by the Board.

Coordinator Mary Myers presented the new members to the Board, Commissioner Guy Maxcy, replacing Commissioner Jeff Carlson, and Councilman Debra Worley replacing Perry Newport, both for Highlands County.

Librarian Patti Lang thanked the Board for the opportunity to participate in the upcoming Public Library Association Convention in Portland, Oregon. She will report back at the next meeting.

The next Board meeting is scheduled for May 26, 2010 at the Lake Placid Memorial Library, at 10:00 a.m.

The board adjourned at 11:00 a.m.

Respectfully submitted  
Estela A. Patrick