

## HEARTLAND LIBRARY COOPERATIVE BOARD MEETING

June 18, 1997

HLC Governing Board members present: Chairman Jeri Canale, Perry Newport, Jeanne Renton, Highlands Co.; Walter B. Olliff, Jr., Gloria David, Hardee Co.; Clois J. Harvey, Bonnie S. Dyga, Okeechobee Co.; Charles Evans, Barbara Smith, DeSoto Co.

Board members absent: Paul Erickson, DeSoto Co.; Marilyn Buxton, Okeechobee Co.; Diana Youmans, Hardee Co.

Other Attendees; Mary Myers, Cooperative Coordinator; Merry Cresswell, Lake Placid Librarian; Don Obrakta, Hardee Librarian; Elizabeth Kenney, DeSoto Librarian; Ed Kilroy, Okeechobee Librarian; Charlie Parker, State Library; Carolyn Hesselink, Administrative Secretary

Chairman Jeri Canale called the meeting to order at 10:00 a.m. Public notice was read. There were no additions to the agenda which was approved by voice vote. Minutes of the April 9 board meeting were moved for acceptance and approved by voice vote. The financial report was approved by voice vote.

### REQUEST FOR COMPENSATION EQUITY

A memo from Highlands Co. Administrator Carl Cool requested that the Heartland courier, Jack Arnold, have his compensation package raised to be equal to other part time regular employees of Highlands Co. BCC. Board members questioned the need for this and raised the question of using another county's coverage for this courier. Our Cooperative Coordinator, Mary Myers, noted that, according to our Interlocal Agreement, we have contracted with Highlands Co. for all personnel and Highlands Co. is responsible for all their matching contributions according to their personnel regulations. Bonnie Dyga moved to grant the request to raise the compensation for the courier to equal other part time employees. Perry Newport seconded. Passed by voice vote.

### APPROVAL OF BUDGET AMENDMENT

Bonnie made a motion agree to a line item budget amendment of \$4,106.00, moving it from contingency to health insurance. Mr. Newport requested an amendment to Have Highlands County check out other insurances available. Chairman Canale stated that she had served on the Insurance Committee that had already extensively looked into

insurance coverages. The request for an amendment was withdrawn, the motion was seconded and passed by voice vote.

#### FLORINET II GRANT APPLICATIONS

Coordinator Myers told the board members that the grant for \$50,000 would pay for the cooperative's T-1 access for a year, freeing up monies for other projects. Our individual libraries are applying for \$10,000 grants to replace the rest of the PCs not already upgraded. This is in addition to our State Aid. Grant funds would be available in the fall. The Cooperative would still be getting some \$330,000 from the State for our next fiscal year. This is in addition to our State Aid. Grant funds would be available in the fall. The Cooperative would still be getting some \$330,000 from the State for our next fiscal year. Myers explained that increased bandwidth was needed, but was for use only by patrons of our cooperative. Our library users will have the benefit of this technology. Annual cost will run \$47,952, which was already budgeted in our Long Range Plan. Charlie Parker noted that the Telecommunications Act of 1996 says libraries can apply for a discount from telephone companies. Mary said our rates have been negotiated with Sprint for the next five years, but we are not tied to that figure, it could get even lower. It was moved by Bonnie Dyga to approve the Florinet II grant applications, seconded and carried by voice vote.

#### BORN TO READ GRANT APPLICATIONS

Librarian Ed Kilroy talked of the premise of the Born to Read grant, which is the need for libraries to form partnerships with local health and community programs to work with new and pregnant teen mothers for their benefit and that of the children. The libraries would serve as a parenting resource center and the library partners would mentor the teens. These grants would be for \$6,250 per county, to be expended on materials, supplies, and some transportation expenses. Dead is June 27, with funds to be available October 1997 through September 30, 1998. Highlands and Okeechobee have their completed, Hardee and DeSoto applications, though not complete, are included so that, if they are eligible, they can be part of the total application. The board questioned the estimated cost of the Born to Read bags to be given to the young women. The librarians felt it could most likely be done for less, or include more items. Transportation would not be done by the libraries, but by the partners. No cash payment would be

given to the librarians, as this is an in-kind grant. Bonnie Dyga moved the board approve the Born to Read grant applications for all the counties; seconded by Clois Harvey, passed by voice vote.

#### HIRING OF INTERNET RESOURCE SPECIALIST

Mrs. Myers informed the board that this is a temporary position to help all the cooperative counties set up their web pages. The web server is now connected to the network, so we are ready to give this kind of service to our governments. It is planned to hire this person for a period of 57 working days, with no insurance, no benefits, and \$10.00 per hour salary. Total cost will be \$3,600 for 360 hours. Myers recommended we hire Michael Pate, who has now graduate with his MLS, and whose specialty is web pages. It was moved by Bonnie Dyga that the board approve this position, seconded by Walter Olliffe, Jr, and passed by voice vote. After questioning our right to hire without bids, the board was assured that we can spend up to \$10,000 on board approval. The motion was made to approve Michael Pate as the Internet Resource Specialist, seconded by Clois Harvey and carried by voice vote.

#### COORDINATOR'S REPORT

Mary Myers informed the board that the librarians had agreed it was best to postpone the purchase of automation software until Windows NT was ready in January-February of 1998. Our money for this fiscal year can be rolled over, according to our Finance Department, to the next fiscal year. The librarians plan to work on readying an R.F.P. to go out as soon as the new Windows NT software comes on the market. Myers asked the board to approve the R.F.P. process to acquire the software for the libraries in lieu of the bid process. It was so moved, seconded, and carried by voice vote.

#### VEHICLE BID INVITATION

Myers reported that, as a van was really needed for the courier, faxed bid specs had gone out to all four county car dealerships asking for sealed bids due by June 25, 1997. She explained to the board that a passenger van with removable seats would allow staff to use the van for transportation, if needed. Storage for the seats had been planned for. A question as to using the state contract price was raised. Myers said we need to encumber the money for the van before the end of our fiscal year, that is the reason for the time line. She is happy to compare any bid prices with the state contract, if that is

what the board desires. It was suggested that she talk with the low bidder, if the bid comes in higher than the state contract price, and attempt to negotiate a better price. Specs, of course, must match. The Coordinator assured the board that she looked for a make of car with a dealership offering service in every county, but that Highlands County would supply routine maintenance and has, with the Cooperative paying those bills. Perry Newport moved we agree to purchase the van, using the suggested process for getting best price, seconded, and passed by voice vote.

#### STATE LIBRARY ADVISORY

Having met with the Cooperative librarians, Charlie Parker of the Bureau of Library Development gave the board their four priorities for FY98: collection development, programming (especially with youth services), training for Internet (public and staff) and community relations. In his opinion, this board has been very successful in getting organized and in dealing with technology needs. He noted this cooperative is in the forefront of all rural Florida counties in technology and has actually been pushing both the State Library and the vendors to flesh out the letter of the law. "We're looking for technology that doesn't yet exist, but we'll be in the best position to get it when it's ready." Perry Newport noted that our hardest job is ahead; teaching our rural population about what it is we have to offer and getting them to make use of it. Bonnie Dyga commented that our children are already comfortable with technology. Mr. Parker said that in his experience people are driving library technology programs, asking for more, not less. The board asked about putting one priority as the continuing need for technology development. It was mentioned that technology is the bedrock of all the four priorities. The board consensus was to add a statement about implementation of current and coming technology as a 5th priority. Coordinator Myers assured the board that at the next meeting they will be offered an Annual Plan of Service for the next fiscal year, put together from nearly weekly meetings of their library directors. This Annual Plan of Service will be a part of our State Aid to Libraries application. Next meeting set for September 17th, 10 a.m., Lake Placid Library. Meeting was adjourned at 11:15 a.m. by Chairman Jeri Canale.

Respectfully submitted,  
Carolyn L. Hesselink

Administrative Secretary