

# Heartland Library Cooperative

September 24, 2003

HLC Governing Board voting members present: DeSoto-Ann Ryals, Paul Erickson; Hardee-Elinor Batey, Gloria Davis; Highlands-Jeanne Renton; Okeechobee-Marilyn Buxton. Others attending: Librarians Fred Lohrer, Margo Taylor, Elizabeth Kenney, Diane Hunt, Merry Cresswell, and Coordinator Mary Myers.

Excused: Commissioners Felton Garner, Walter Olliff, Jr., Guy Maxcy, and Clois Harvey, also Perry Newport, and Robbie Chartier.

The board met at Lake Placid Memorial Library, being called to order at 10 a.m. by Chairman Paul Erickson. Administrative Secretary Carolyn Hesselink led the invocation, followed with a pledge to the flag.

Notice of meeting posting was read. Elinor Batey moved to accept the agenda, seconded by Gloria Davis, carried. Jeanne Renton moved to accept the revised minutes, seconded by Marilyn Buxton, carried.

## COORDINATOR'S REPORT

Ann Ryals moved to accept the Coordinator's Report as printed, seconded by Gloria Davis, carried.

## NEW BUSINESS

The fiscal year 2004 budget was reviewed. Coordinator Myers noted that the previous audit showed a cash balance of \$95,000 in undesignated funds, however the figures given us by Finance were only showing the left-over balance from our State Aid money. When it was realized that we actually had some \$95,000 we could roll-over into our 2004 budget, Myers did so, bringing it forward, plus any unexpended State Aid. This will eliminate us needing to borrow money at the beginning of the fiscal year, as we had done in the past, and will allow the keeping of two positions, although one cataloger will be retiring this year and we will not be filling that position.

Automation handouts were looked at by the board concerning our purchase, as needed, of "thin clients". These will enable all terminals to be run through the server, eliminating the need to install programs on individual computers. Our Library Network Manager, Paul Ramponi, recommends that we begin to replace older PCs with these thin clients.

Information was passed out to the board on server/client software: LPTOne helps to control printing costs and PC Reservation allows the patrons to reserve a public access computer without going to the circulation desk. This Reservation program has a SmartCard for the patron's use that has filtered access to the Internet at the level the patron requests. Several levels are available, from the child level to current Web Sense, to unfiltered. This is the same technology as an ATM card, and requires a PIN.

Jeanne Renton moved to adopt the budget, seconded by Ann Ryals, carried by unanimously.

#### BOARD MEMBER COMMENTS

E.M. Kenney announced that DeSoto Library now has a full-time children's librarian.

It was announced that the next board meeting, November 19, will be a team building day, with all libraries closed that day. Place to be confirmed, but we hope to meet at the Lake Placid Presbyterian Church. The staff will be there at 8:30 a.m., the board is to come at 12 noon for a meal, cooked by the staff as a team building effort.

The meeting adjourned at 10:45 a.m.

Respectfully submitted,

Carolyn Hesselink  
Administrative Secretary