HLC Governing Board members present: DeSoto---Ann Ryals, Paul Erickson, Felton garner; Hardee---Gloria Davis; Highlands---Perry Newport; Okeechobee---Marion Davis. Not present: Gordon Norris, Elinor J. Batey, Guy Maxy, Jeanne Renton; Library Directors present: Elizabeth Kenney, Kresta King, Patti Lang, Mary Myers. Others present Michael Pate.

Chairman Paul Erickson called the meeting to order at 10:00 a.m. with Felton Garner leading in the invocation and the pledge following. The secretary read notice of public meeting. Mrs. Myers requested and addition to the agenda. Ann Ryals moved approval of the agenda with the revision, seconded by Felton Garner and approval was passed by voice vote. Gloria Davis moved the approval of the written minutes, Felton Garner seconded the motion, and approval was passed by voice vote.

Coordinator Mary Myers offered her report.

Notes:
Highlands County Board of County Commissioners finally adopted Heartland Library Cooperative Interlocal Agreement on October 2, 2007. The vote was three in favor; two opposed.

Adopted budget FY 2007-2008: The cash carry forward can be use as contingency. Salaries, Overtime, and Benefits are now listed separate allowing a better control. Heartland Coop. has a separate cost center, which will allow keeping better internal controls. As a result of the findings of the Highlands County Audit, Coordinator Mary Myers is not signing the checks anymore. Chairman Paul Erickson and Treasurer Robbie Chartier sign the budget and the checks.

Question by Perry Newport: Has the HCBCC any access to the Heartland Coop.’s money? Answer by Mary Myers: No. Heartland Library Cooperative’s money is in a separate account and the only authorized signatures are Paul Erickson’s, Robbie Chartier’s, and Mary Myers’.

After July 3M will no longer provide us with their services. Invisionware is being considered. This system partners with Polaris and big libraries are using it to their satisfaction.

Annual Plan of service and budget for FY 2008: This short-term plan is due every year to the State Aid. Under services, buying agent: the main interest is to look for the best prices, best deal possible when buying the materials. Perry Newport moved approval of the Annual Plan of Service and FY 2008, seconded by Gloria Davis and approval was passed by voice vote.
CLIC grant agreement for Hardee: Of the three Counties that submitted applications for
CLIC grants, Hardee’s was the only one approved. They asked for $10,000, but they were
granted $8,000. Ann Ryals moved approval of the Hardee CLIC grant, Felton Garner
seconded, and approval was passed by voice vote.

Discussion of Unique Management Services: uncollected fines and fees, overdue
materials. A one-time investment of $3,500 is needed to buy a component that will allow
Polaris to give Unique the information they need to proceed. Unique will collect and will
keep a percentage (to be agreed upon) to cover their services. Libraries should negotiate
with their respective counties that the money recovered by Unique be put towards their
book budget. Libraries will have to update their database making sure each item has a
price. Materials being processed at the Sebring Library since the audit, show the
discounted price. The other libraries will have to decide if they’ll use the list price or the
discounted price they got the materials for. The discounted price will not necessarily be
the price available when replacing an item. It was agreed that Mary Myers will write a
proposal for the counties about Unique Services and present it to them at their
convenience, so they can decide. This will mean another revenue for the counties and,
except for the initial investment in the component, it will pay itself. (Perry Newport
doesn’t want any inflexible application of any policy. He wants to make sure conflicts are
avoided; he doesn’t want to put heat on the commissioners from the patrons. So Mary
will show Perry the proposal first.)

Discussion Independent Special District: The Heartland Cooperative is by law a Special
District with autonomy. It could very well be physically divided from Highlands Co.
Special Districts, like Sun ’n Lakes in Sebring, can have their own employees, and
through the FRS (Florida Retirement Services) they can also provide them with benefits.
Outside audits would have to go through the public records request law to access
Heartland’s records, and the Cooperative would decide when and with whom to run an
internal audit if they deem it necessary. Highlands County is only providing the
Cooperative with physical space and staff. If a decision were made to stand alone as an
entity the Cooperative would have to hire a full time Coordinator (who by law has to be a
librarian with an MLS) that could probably also do the secretarial work, and would also
have to hire a Computer support/network administrator, and a Courier. Gloria Davis and
Ann Ryals wanted to know if there’s enough money for that. The Cooperative aid will
not be cut. (But we already know the local money will go down affecting our books
budget, etc.) Paul said it’s an option they have to think about. Perry Newport likes the
idea of independence but is afraid of the process. The auditors wanted Highlands County
to get autonomous of the Cooperative but they couldn’t possibly do it. The Cooperative
provides them with all the equipment.

Legal opinion: The legal opinion from Ross Macbeth, County Attorney was recently
received. After reviewing the audit findings, documentation provided, and additional
documentation deemed relevant, he addressed only those issues that required legal
analysis finding that: there has been no commingling of work or money, there’s no need to
separate the Cooperative.
Addition to the agenda: Professional duties, FLA lost funding. A year membership for FLA, with one person going free once a year to the conference, is $300.00. Individual memberships are $100.00 plus the cost of the registration. The dues that the Coop. already pays to TBLC cover for ILL and continuing education programs. PLA (subgroup of FLA) membership is more expensive (around $1,200.00 for one person to go in the spring to Minneapolis). It’s a better conference because is about public libraries only. Paul Erickson said they should not set it as precedence but to do it while there’s money and asked Mary Myers for her recommendation. Mary Myers’ recommendation was to have the two new librarians, Kresta King (Okeechobee) & Patti Jean Lang (Hardee) go to the PLA conference this fiscal year and report back afterwards. Perry Newport moved the approval of Mary Myers’ suggestion, Paul Erickson seconded and approval was passed by voice vote.

The NEXT MEETING of the board was set for WEDNESDAY, JANUARY 16, al Lake Placid Memorial Library at 10:00 a.m. The board adjourned at 11:15 a.m.

Respectfully submitted,

EP