



Manatee County Library Advisory Board Meeting Minutes

April 15, 2026

Central Library Conference Room, 10 a.m.

Roll Call

Present:

Patsy Ugarte
Christine Callahan
Jim Russell
Ashley Dawson
Lauren Quinn
Tammy Parrott
Commissioner George Kruse

Unable to Attend:

Guests:

Mall Chaney
Ericka Dow

Call to Order

10:00 a.m. by Chairman Jim Russell. Jim took attendance and read the mission statement.

Approval of Minutes

Jim inquired if everyone reviewed the minutes from March 18, 2026. Christine made the motion to approve the minutes, and Patsy seconded. All were in favor; the motion carried. Therefore, Jim announced the minutes were approved.

Library Services Updates & Information

- Facility Updates:
 - Central:

- Tammy stated that repairs are going on today for the wall in the staff lot, took a total of three months to fix.
- Washington Park Kiosk:
 - Proposal for kiosk at Washington Park which will go before the board in June for consideration. If approved, it would be installed after that.
 - Patsy inquired the cost of the project.
 - Molly advised around \$500,000.
 - Tammy stated the plan is to allow hold pick-ups, drop-off books and browse collection. It will fold into Mobile Services and new staff will not be needed.
 - Lauren asked if this is a walk in or stand alone.
 - Tammy advised that it is a covered area but a kiosk, comparable to a Redbox. FE Technology that handles or self-check machines will be handling this for us.
 - Molly stated there is a community center nearby.
 - Christine asked if this would be our first.
 - Tammy advised yes.
 - Commissioner Kruse asked where the closest one is.
 - Tammy advised that she would have Brooke provide some details when she sends out the minutes.
- Rocky Bluff:
 - Tammy advised there is no update at this time, staff is preparing what they can. Currently offering programs at this time, but only internal programming, no outside vendors.
- Lakewood Ranch:
 - First walkthrough was completed yesterday of the second floor. Projecting six to eight weeks, but there will be shifting. Adult sections will be going upstairs, downstairs will be Youth, STEM, and interactive areas.
- Mixon:
 - Christine inquired about the status of Mixon.
 - Tammy advised that it is still in future plans.
 - Commissioner Kruse stated there have been no discussions on library yet.
 - Molly mentioned that they survey is out there and it will run possibly this summer for input. It has been on Facebook a few times.
- Staffing:
 - Tammy let the Advisory Board know that tomorrow (April 16) would be her last day with the county. Ericka Dow and Chelsea Ross-Munro will be taking on extra duties.
 - Ericka introduced herself to the board, currently Supervisor of Information Services and has been with the county 17 years, Chelsea is the Circulation Supervisor, and she has been here 11 years. Both will work closely together to keep things afloat.
 - Christine asked if the position was posted.
 - Molly advised yes, closes next week.
 - Jim thanked Ericka for stepping up and stepping into the role.
 - Tammy advised that Ericka is focusing on Central and Chelsea will be focusing on the branches, but both will work together on all.

- Lauren stated that staff are very lucky, Tammy as left a very positive mark on the library.
 - Patsy asked how many vacancies we currently have.
 - Tammy stated at least ten at this time.
 - Tammy advised the staffing freeze continues in process of bringing on OPS staff for backfill.
- Statistics:
 - Use is increasing, Material Usage from last March is 32% up.
 - Public computer usage is up 16%. During the last recession we saw an increase in public computer usage.
 - Patron count is up 7%.
 - Volunteer hours are down, working on getting volunteers and getting them through the background process.
- Mobile Services Update with Meaghan Darling:
 - Meaghan advised that we were notified that the Bookmobile will be completed in the next eight weeks, currently working out the wrap details for the vehicle. Once delivered, the collection will need to be put in, and practice time for new staff to drive will take place. Currently staff are in the process of moving to Braden River, the Bookmobile will be able to park at the branch, work orders are in for power. We will have two places for the vehicle to be hooked up, Mixon and Braden River.
 - Molly stated that the goal is for Braden River to be temporary. A location was needed for the collection and staff; we will see where they go in the future.
 - Meaghan advised that the front meeting room at Braden River will be holding staff, collection and any related outreach items.
 - Patsy asked if the Bookmobile is a collection.
 - Tammy explained that we had to create two due to lending rules.
 - Book ordering is almost complete; Tech Support is working on this.
 - Christine inquired about the supply issues/delays from vendor.
 - Tammy advised that it is getting better, picking up.
 - Jim asked if any locations have been narrowed down.
 - Meaghan advised that now with the narrowed down time, we have some leads at parks and retirement communities which can be used as a learning period. There will be a request online for the Bookmobile to come and visit.
 - Molly advised that the Bookmobile will also work with the parks during the summer when meals are brought in.
 - Lauren asked if there may be new spending found while in this pilot mode.
 - Meaghan advised that she believes it will stay contained, we have The Foundation which has contributed also.
 - Tammy explained that every section has their own budgeting total for the year.
 - Molly advised we stick with the project amount, and then every year the continuation may adjust for needs.
 - Christine made note of the current gas prices.
 - Tammy stated that Fleet works with staff on this, maintenance, tires, etc. is included in this.
 - Meaghan advised once the move to Braden River is complete, staff will be able to track data, impact, and circulation. The additional staff joining the team will assist with being able to do this.

Manatee County Library Advisory Board Minutes – April 15, 2026

- Potentially one more visit to see the Bookmobile in the next couple of months. We are not sure who will attend.
 - Ashley stated that she mentioned the Bookmobile at the SOAR Lab and they are extremely excited.
 - Ericka inquired on the wrap, when will it be completed.
 - Meghan advised it will be wrapped at Matthews and when delivered the sponsors will be added.

New Business

- Mobile Services – Sub Committee
 - Only one person from the Advisory Board can be on the committee then recruit.
 - Jim Russell will be the point of contact for the Advisory Board.
- Board Approach to Provide Community Driven Input to County Commissioners
 - Tammy advised the first opportunity will be at the April 21 Board meeting where we have the MOU and Proclamation on the agenda.
 - Lauren advised she would speak before the board, just need the content to present.

Old Business

- None

Action Items

- None

Comment

- Mall Chaney:
 - Wished Tammy the best and stated that she will be missed.

With no further business to discuss, Jim motioned to adjourn the meeting, Ashley seconded. Meeting adjourned at 10:46 am by Jim Russell

- Next meeting: 05/20/2026
- Time: 10:00am
- Location: Central Library – Central Library Conference Room