



Manatee Library Advisory Board Meeting Minutes

March 19, 2025

Palmetto Meeting Room, 10 a.m.

Roll Call

Present:

Patsy Ugarte
Christine Callahan
Jenny Daugherty
Jim Russell
Ashley Dawson
Tammy Parrott

Unable to Attend:

Lyn Begraft

Guests:

Molly White

Call to Order

10:00 a.m. Tammy opened the meeting by welcoming everyone back. Tammy asked Patsy if she would run today's meeting. Patsy agreed and read the mission statement. Tammy introduced Molly White, the library's new Director under Sports and Leisure. Tammy introduced Ashley Dawson, our new Island representative.

Approval of Minutes

Patsy inquired if everyone reviewed the minutes of December 20, 2023. No corrections were made. Jim made the motion to approve the minutes as submitted, and Christine seconded. All were in favor; the motion carried. Therefore, Patsy announced the minutes were approved.

Library Services Updates & Information

- Tammy advised that our overall usage is still up, even though February numbers were slightly down some. The Central branch is still top for statistics with the closure. FY24 ended at 6.2 million, we are already at 2.5 million in FY25.
 - Christine inquired if holds are counted.

- Tammy advised yes.
- Tammy let the board know that post storm season, the library came through fine overall.
 - Jenny asked if we saw the news of the Braden River Branch on file during the storm.
 - Tammy advised yes, multiple people approached her in the EOC during the storm, but luckily it was not us.
- Tammy advised that the Island Branch came through fine, minimal sand entered the building, no water intrusion, so the doors opened right away to help with the Island community.
- Tammy let everyone know that the Central historical documents made it okay.
- Tammy advised that staffing has been going okay. We are digging deeper and re-evaluating each position as they open.
- Tammy let everyone know that we have started Sunday hours at Lakewood Ranch. Sundays are going to be for library use, and no programs. We did a survey on 02/03/2025 for Sunday hours. A lot say yes, but we do have some that are saying no.
 - Jenny asked if we could rotate locations for Sunday hours.
 - Tammy answered maybe, we are looking at options.
- Tammy let the board know that we have put in a business case for a Parrish location. There are a couple of others we will speak about at a later time. We do not necessarily need a new branch.
- Tammy advised that the bookmobile should be here Q1, 2026. It is going to be 37ft long, just under the CDL requirement based on weight. Parking will be at the Discovery Center. We need space for the bookmobile collection, we will need three times what the bookmobile can hold, which can be done at the Discovery Center. We have met with property management, Discovery Center will be moving to Central, and Outreach will be moving into the Discovery Center. We will close off more of Children's. We do have a new Library Assistant coming to Outreach.
 - Jenny advised that Rocky Bluff has a nice Children's area.
 - Ashley stated that Palmetto's is great, no worries of children running out of the area.
 - Jenny asked if the bookmobile would have programs, and or stops.
 - Tammy advised stops.
 - Ashley asked if the stops have been picked out yet.
 - Tammy advised not yet; we do have old routes to review.
- Tammy advised that we are currently designing the remodel of Rocky Bluff.
- Molly stated that there will be a fence, sound park and seating behind Braden River.
- Tammy stated that with the fencing we can use the space for programs and expand the garden. Fruit trees have also been discussed at Lakewood Ranch.
 - Patsy advised she spoke with Matt from Master Gardeners, he wants to do the fruit trees right.
 - Tammy advised they were also talking about Palmetto.

New Business

- Tammy stated that we are going to have a Library Advisory Board Handbook including orientation. We will take a section of the handbook at each of our meetings and work through it together. We will start in our April meeting.
 - Patsy stated that she loves the idea of having an orientation.
- Christine inquired about the drive-thru work.
 - Tammy stated that it is hopefully better now that it has been reworked.
- Tammy spoke to the Board regarding federal funding we receive. Our federal funding is passed through The Division of Library Services at the State level. TBLC is a part of federal funding,

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which includes Ask a Librarian and ILL's services. TBLC pays 2/3 of the ILL costs, which means our part would increase.

- Patsy stated that she is happy to see all back and that Ashley has joined us. Patsy stated she is happy for Jim; he started the bookmobile talk and now it is happening.
- Ashley inquired how the role of Board Member work.
 - Tammy advised that Administration would come in with updates on library services, Administration will ask the board to recommend and review policies, and also an annual report to the BoCC.
- Christine stated that she appreciates the vision, but our Bylaws will need to be updated.

Old Business

- None

Action Items

- None

Public Comment

- None

With no further business to discuss, Patsy Ugarte motioned to adjourn the meeting. Meeting adjourned at 9:52 am.

- Next meeting: 04/16/2025
- Time: 10:00am
- Location: Lakewood Ranch Branch