



Town of Lake Park, Florida

Library Board Meeting Minutes

Tuesday, January 07, 2025 at 6:30 PM

Commission Chamber, Town Hall, 535 Park Avenue, Lake Park, FL 33403

Shelby Lowe	—	Regular Member
Sue Rinaldi	—	Regular Member
Henry Rios	—	Regular Member
Robert Shelton	—	Regular Member

PLEASE TAKE NOTICE AND BE ADVISED, that if any interested person desires to appeal any decision of the Library Board, with respect to any matter considered at this meeting, such interested person will need a record of the proceedings, and for such purpose, may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. Persons with disabilities requiring accommodations in order to participate in the meeting should contact the Town Clerk's office by calling 881-3311 at least 48 hours in advance to request accommodations.

Call to Order

The meeting was called to order at 6:30 P.M.

Roll Call

All Board Members were present.

Pledge of Allegiance

The Town Clerk led the pledge.

Selection of a Chair and Vice-Chair

The Board will select a Chair and Vice-Mayor from its members.

Board Member Rios nominated Robert Shelton to be the Chair of the Board. Board Member Lowe seconded the motion. The motion passed unanimously.

Board Member Rios nominated Shelby Lowe as the Vice-Chair of the Board. Board Member Rinaldi seconded the motion. The motion passed unanimously.

Minutes

Approval of the July 21, 2021 Meeting Minutes.

Vice-Chair Lowe motioned to approve the July 21, 2021 minutes. Board Member Rinaldi seconded the motion. The motion passes unanimously.

Library Director's Report.

PowerPoint Presentation updating since last meeting.

Endorsement of Library Policies

- Collection Development

- Reconsideration of Library Resources

- Library Bulletin Board Exhibit and Material Distribution Guidelines

- Reconsideration of a Display

- Library Program and Services Guidelines

- Hotspots Policy

- Public Use of the Meeting Room

- Computer-Sexual Harassment - PBSO

Library Director Judith Cooper presented to the Board (see Exhibit "A"). She introduced Assistant Library Director Dania Batista-Paneque to the Board.

Vice-Chair Lowe requested a copy of the presentation to review and take a closer look at the differences since they last met. He asked about the differences in the budget since 2018. Library Director Cooper explained that there were not a lot of changes due to staffing and salaries. Vice-Chair Lowe was surprised by the decline in participation and attendance over the years. Library Director Cooper explained how the counter does not include those that use the meeting room or restrooms.

Library Director Cooper asked that the Board endorse the resources presented. Vice-Chair Lowe stated that he needed to review the material before approving the proposed policies. The Board asked what their purpose is and what happens if they do not approve or endorse the policies. Library Director Cooper stated that this was the first time that she places policies before the Board. The policies were approved by the previous Town Manager, but before they can be implemented, staff would prefer the Board's endorsement. Town Clerk Mendez explained that if the Board needs more time to review the proposed policies they can do so. A meeting would be scheduled for next month and the Board can bring their suggestions/comments/concerns before staff at that time.

Board Member's Comments

Chair Shelton asked if there would be any book sales in the future. Library Director explained that the Library has different resources instead of a book sale. The Friends of the Library do host an ongoing book sale within the library. They have not held a large book sale in some time due to insurance liability issues. The Town now has the Free Little Library resources throughout the Town.

The Board scheduled the next meeting for Tuesday, February 4, 2025 at 6:30 P.M.

Adjournment

There being no further business to come before the Library Board and after a motion to adjourn by Vice-Chair Lowe and seconded by Board Member Rios, and unanimous vote, the meeting adjourned at 7:15 P.M.

Chair

(Town Seal)

Town Clerk, Vivian Mendez

Approved on this _____ of _____, _____