

May 29 for June 1, 2020 Monthly Meeting

To: Florida Public Library Board of Trustees
From: Madelyn Folino, Director

Monthly Report

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| May 2019 Circulation | Door Count: 2,018 | Closed: 1 holiday, 1 training |
| Adult: 1,963 Juvenile: 650 | \$: 492.98 | ILL loans: 820 ILL borrows: 925 |
| May 2020 Circulation | Door Count: 0 | Closed: 31 due to Covid-19 |
| Adult: 0 Juvenile: 0 | \$: 0 | ILL loans: 0 ILL borrows: 0 |

*Per RCLS, FPL's number of online users tripled from 9 in Jan-May 2019 to 29 during the same period in 2020. Circulation of e-content is not usually reported to us until RCLS provides the stats for the state annual report.

Programs

- Please see Barron's May report for details on programs and staff activities since our March 16 closure, emailed to you separately.
- Maria has been asked by Florida ABCD to provide online programs.
- I will be holding a campfire session for the BDSG at my house in June with social distancing.
- A team of program planners will take the SRP online with numerous programs throughout July.
- FPL is participating in an RCLS 6-month trial to allow FUFSD student who access e-content through SORA to also access Overdrive for e-content. This gives local students additional access to online materials. SORA limits those materials to students' grade levels and that remains unchanged.

Communications – Received an emailed letter of resignation and phone call from Library Assistant Amy Cassidy. Amy has been with FPL for 14 years and is leaving us to take full-time care of her mother in Binghamton.

Financial/Donations/Grants

- \$100 – Pitso Mafata, Donations 4050.
- The Orange County Planning Department notified OLA Treasurer Ginny Neidermeier that they had recommended a 15% cut of monies to libraries for 2020, but the Budget Department increased it to a 50% cut of \$57,500. This will hurt budgets for all 17 county libraries and increases the pressure to make our case to county legislators of the importance of libraries in providing services to all ages and notably, to the most underserved members of our communities.

Annual Budget Vote and Trustee Election

Absentee ballots were mailed out by the FUFSD to approximately 3,350 Florida voters earlier this week and are due back by 5 p.m. on Tuesday, June 9. Ballots will be counted by school personnel, sworn in by a trained election clerk. Due to the unknown number of ballots which will be returned, the time required to count them is unknown. I plan to observe the process and will let you know whether there is a limit on the number of persons allowed in the district office that evening.

Personnel

- Resignation of Library Assistant Amy Cassidy. Her departure advances our summer closure on Sundays from July to June. Barron will switch from Sundays to Saturdays which will help spread out staff during the week.
- Nine staff members attended our online meeting this week and reported on their activities. All continue to attend RCLS meetings, training webinars and Niche Academy classes as well as communicate with each other for program planning for the SRP, PR and social media.
- Library Clerk (Sub) Beth Verblaauw is back from preschool employment and rejoins our team of program planners.
- The vacant Library Assistant position remains open and will not be filled yet.
- The Summer Page position will not be filled this year due to lack of onsite and outreach programs.

Building and Equipment

- Meg has been ordering PPE (masks, gloves, plastic aprons) and cleaning supplies (sprays; wipes are still hard to obtain) in advance of our reopening. We did purchase some masks and gloves through RCLS. Volunteer Bob Persing is making us face shields with his 3D printer. We are investing in pricy Plexiglas “sneeze guards” for the front desk and paper bags imprinted with our logo for curbside service. We will use signage inside and outside and tape on the floor to direct patrons.
- Annette and Bob Persing are installing two new ethernet connections in the staff room and the reference area so that staff can work from additional locations when we reopen.
- Met with Tom Mance on 5/8 to look at our new picnic tables which are showing a distinct bending of their cantilevered ends. Tom’s crew assembled them and he will determine if the problem is with the assembly or the product.
- Classic Cleaning continues alternate weekly cleaning of the building.
- Van Grol, Inc. will check the A/C on 6/2.
- Our plantings are in bloom even though we’re not here!

Policies and Plans

On the agenda: Reopening Plan, Temporary Safety Practices Policy, amendments to the Personnel Policy and the Conduct of Patrons on Library Premises Policies.

RCLS Trustee Nomination

Annette Baumann of Florida is the current President of the RCLS Board of Trustees and a past President of the Friends of the FPL. Her five-year term expires this year. As her home library, it is appropriate that the board nominate her for the open Orange County position. A second will be required from another county library. The election will take place at the (online) Annual Meeting this fall.

Friends of the FPL

The Friends have not been able to meet in the library. I expect they will have to wait until September to use the building.

Meetings, Travel & Events – Upcoming

Too many online activities to note! We plan to reopen on June 8 along with RCLS and start curbside service on June 22.

