

**Library Advisory Board  
City of Wilton Manors  
Virtual Meeting  
Monday, January 25, 2021  
Minutes**

**Call to Order**

Meeting called to order at 6:10pm

**Roll Call**

**Board Members**

Barbara Gail Cuthbertson

Fred Johnson

Emily McCrater

Bennett Quade – technical issues couldn't get on zoom

Betty Winslow

Richard Sterling, Library Director

**Approval of Minutes**

- The minutes from the November 23, 2020 meeting were approved by Betty Winslow and second by Fred Johnson.

**Library Directors Report**

Director Richard Sterling presented his report which included the following:

- During the last quarter of 2020, there were 2013 items checked out by 586 users, and increase of 10%, in the number of borrowers from the previous quarter.
- 77% of the items were checked out by adults, 6% children, 4% book delivery patrons, 6% borrowed by other Libraries.
- Budget preparation for FY 2022 is ready to begin. Budget Review Committee will meet on July 19 with Leisure Services.
- Other county municipal libraries do not have plans to open in February.
- A copy of the full report will be emailed to the Board.

**New Business**

- **Board's Goals and Objectives: Some Ideas were submitted and discussed by the Board Members:**
  - Barbara Gail Cuthbertson: Liase with schools in Wilton Manors, Promote Library Card Month in September,
  - Fred Johnson: Increase stack space without diminishing lounge space,
  - Emily McCrater: Work with City marketing team to increase visibility and offerings of the Library.
- Need to define which are Goals vs Objectives and keep it simple.
- Board Recruitment was discussed by all.
- **Board Policies and Procedures:** residency requirements were discussed. Board Ordinance doesn't mention residency requirement, but does state that we need a set schedule, in advance of yearly meetings.
- **Budget:** Rick discussed the budget and said we were in a good place this year.
- **Library Fines:** Rick stated that fines are suspended why the Library is closed.

- There are still vacancies on the Library Advisory Board. If any member knows of a potential member, have them apply and reach out to the City Clerk's Office. Faith Lombardo confirmed that there is no requirement to live in the city limits. Commissioners review all applications.

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**Request for Placement of Items on Next Agenda**

- Goals and Objectives
- Budget

**Adjournment**

The meeting adjourned at 7:11pm

**Next Meeting:**

Monday, January 11, 2021

Respectfully Submitted by Emily McCrater