

CORAL GABLES LIBRARY ADVISORY BOARD

Minutes of Meeting, February 12, 2014
Coral Gables Branch Library, Meeting Room

MEMBERS	M	A	M	J	J	A	S	O	N	D	J	F	APPOINTED BY
Jane Maranos	P		-		P		P	P	P	P			Mayor Jim Cason
Amy Kutell	P		-		P		A	P	P				Vice-Mayor William H. Kerdyk, Jr.
Bruce Litwer							P	E	E				Comm. Pat Keon
Daniel Cohen							-	P	P				Comm. Vince Lago
Lisa Bennett	P		-		P		P	-	-				Comm. Rafael "Ralph" Cabrera, Jr.
Lisa Bennett								P	P				Comm. Frank C. Quesada
													City Manager, Patrick Salerno
													Board as a Whole

STAFF:

Omar Leon, Acting Landscape Senior Foreman, Board Secretary
Ayliin Hernandez, Clerical Assistant, Recording Secretary
Pilar Wiese, Public Service Administrative Assistant

A = Absent

P = Present

E = Excused

GUESTS:

James Paul, Branch Manager, Miami-Dade Public Library System
Jennipher Shipley, Branch Supervisor, Miami-Dade Public Library System

OPEN MEETING:

The meeting was called to order by the Chair, Lisa Bennett, at 3:02 p.m. The roll was taken and a quorum was present. **A motion was made to "Approve the minutes of December 11, 2013." The motion was seconded, voted upon and passed with a unanimous vote.**

Introductions took place.

OLD BUSINESS:

LIBRARY HISTORY: None

PUBLICATIONS & PUBLICITY: Ms. Bennett inquired on the Library events and the E-news. Mr. Paul reported that he sent the program information to Public Affairs. He later noticed the programs were not in the E-news and spoke with the Public Affairs Manager, Maria Higgins-Fallon. She advised that they needed large programs. Mr. Paul will forward the information on the Department of Motor Vehicle Services as well as the Art of Story Telling Festival that will take place in May. These should be large enough programs to be included in the E-News.

LIBRARY REPORT: On behalf of the Library Staff, Mr. Paul expressed appreciation for the holiday party. Staff person, Maria Fuster is on an educational leave of absence. She is completing an internship at the Kendall Branch. Free Tax Assistance will be provided every Thursday, beginning February 13, 2014 through April 10, 2014. Mr. Paul attended the American Library Association Conference in Philadelphia. Discussion took place on the products and

services introduced at the conference as well as the Library securities and renovations. Radio Frequency Identification (RFID) was also mentioned. Mr. Paul also reported that the newspaper / magazine subscriptions have been renewed through 2015.

Ms. Cohen reported the City Attorney's response to the Board's requests on fundraising. The Board cannot perform a fundraising function without the express authority and subject to conditions as imposed by the City Commission. Should the Board wish to conduct this function, prior approval is required by the City Commission. Compliance of the Sunshine Law is required. Ms. Bennett added that a plan should also be prepared.

Ms. Cohen also reported the City Attorney's response to the Board's request on increasing the number of Board meetings. The Chairperson or Secretary can lawfully call meetings more frequently than every other month, if there is a need. Compliance of the Sunshine Law is required. Proper resources (location and staff) will need to be available. Ms. Bennett pointed out that staff time increases expenses on the Annual Report.

LANDSCAPE MAINTENANCE/BUTTERFLY GARDEN: Mr. Paul reported that the Library grounds have been mulched. With reference to the Garden Club's donation, Ms. Kutell reported that she received Mr. Boberman's list of quotes for the bird bath and the plants. She will forward this information to Nancy Leslie who will present it to the Garden Club.

NEW BUSINESS: None

BOARD ITEM/CITY COMMISSION UPDATE:

ELECTION OF CHAIR & VICE CHAIR: Discussion took place on the open seats. Recommendations were encouraged. Ms. Bennett offered to inquire on the City Manager's appointment. Discussion took place on the elections. Once again, **a motion was made to, "Table the Election of Chair & Vice Chair." The motion was seconded, voted upon and passed with a unanimous vote.**

ANNOUNCEMENTS/ GENERAL DISCUSSION: Ms. Cohen inquired on the Blue Ribbon Task Force meetings. Discussion developed. Ms. Shipley added that the Blue Ribbon Task Force was created to come up with ideas that would generate funding. She advised that on Friday, February 21, 2014 from 9:30 am to 2:30 pm the Task Force will make their final recommendations to Miami-Dade County Mayor Carlos Gimenez. The meeting will be held at the Stephen P. Clark Building, 111 NW First Street, Suite 710 Miami, FL. She encouraged attendance. She also mentioned the meeting will be recorded and available on the County's website: <http://www.miamidade.gov>. Ms. Shipley confirmed that she will attend the meeting. Ms. Bennett requested that she provide an update via e-mail. Ms. Shipley concurred.

On behalf of Dorothy Thompson, Ms. Maranos mentioned that the Library building's exterior needs to be cleaned. Ms. Shipley mentioned that in the past Dade County has advised the City of Coral Gables and they have handled the cleaning. Discussion took place. **A motion was made to, "Recommend that the Library building's exterior be cleaned." The motion was seconded, voted upon and passed with a unanimous vote.**

The Board inquired on Mr. Litwer's absence as it relates to a quorum. Ms. Hernandez offered to e-mail Mr. Litwer.

ADJOURNMENT: There being no further business, the meeting was adjourned at 3:45 p.m.

APPROVED:

Lisa Bennett, Chair

ATTEST:

Bob Boberman, Acting Secretary

THE NEXT MEETING WILL BE HELD
WEDNESDAY, **APRIL 9, 2014**, AT 3:00 P.M.
IN THE CORAL GABLES BRANCH LIBRARY MEETING ROOM
3443 Segovia Street, Coral Gables, FL