

CORAL GABLES LIBRARY ADVISORY BOARD

Draft Minutes of Meeting, December 12, 2012

Coral Gables Branch Library, Meeting Room

MEMBERS	J	F	M	A	M	J	J	A	S	O	N	D	APPOINTED BY
Jane Maranos								P	P	P			Mayor Jim Cason
Amy Kutell	P		P	P	P			E	P	P			Vice-Mayor William H. Kerdyk, Jr.
Pamela Admire	P		P	P	P			P	A	P			Comm. Maria Anderson
Lisa Bennett	P		P	P	P			P	P	P			Comm. Rafael “Ralph” Cabrera, Jr.
Nancy Leslie	P		P	P	P			E	P	P			Comm. Frank C. Quesada
Mariceli Almon										P	P		City Manager
Joey Clary								P	A	P			Board as a Whole

STAFF:

Jessica Keller, Community Service Director
Dan Keys, Public Service Director
Ayliin Hernandez, Public Service Department

A = Absent
P = Present
E = Excused

GUESTS:

James Paul, Branch Manager, Miami-Dade Public Library System

OPEN MEETING:

The meeting was called to order by Chairperson, Lisa Bennett, at 3:01 p.m. The roll was taken and a quorum was present. A motion was made to adopt the minutes from the October 10, 2012 meeting. The motion was seconded, voted upon and passes with a unanimous vote.

OLD BUSINESS:

LIBRARY HISTORY: None

PUBLICATIONS & PUBLICITY: Ms Bennett shared a draft of the online library information project. She pointed out the time and effort involved in preparing it and the thanked everyone who participated. Special recognition was given to Jane Maranos and Joey Clary for their contributions. The draft was reviewed and comments were welcomed. Mr. Keys pointed out that the photograph labeled the Butterfly Garden was not a picture of the Butterfly Garden. Dan also mentioned that the Board might consider including a photograph of the Mural. He added that the Library should have the copy of the photograph on file. James Paul advised he would speak with Victoria Galan and inquire on a photograph of the Mural. Ms. Kutell offered to look through her photographs as well. Ms. Bennett inquired whether seven pages of information were appropriate. Mr. Keys replied that it would be fine because they are static pages. Mr. Clary assured the Board that he would make the requested changes and contact Maria Higgins-Fallon.

A motion was made to “Submit the Coral Gables Library webpage design for final review with the previously mentioned changes.” The motion was seconded, voted upon and passed with a unanimous vote.

LIBRARY REPORT: James Paul mentioned that the Election process was very successful and well organized. They had over 13,000 voters between October 27 and November 3, 2012. The voters were lined up under a tree canopy which provided shade and kept them away from traffic. Mr. Paul mentioned that the Library hired four new part-time staff. He also commented on the County Library's online presence. He invited the Board to go on Face Book and search through the Miami Dade Public Library System. He pointed out that there is a "Liked Us" link which has a goal of 5,000 hits and he encouraged the Board to participate. Mr. Paul informed everyone that there is a book sale event at the County's main branch (101 West Flagler) that will be running through Saturday, December 13, 2012. Also, the Coral Gables branch will be having an event presented by the Florida Grand Opera on Saturday, January 5, 2013.

Ms. Kutell asked Ms. Keller if the Farmer's Market booth, which she believed to be currently occupied by the Library's Main Branch, could be accessed by the Coral Gables Branch to have book sales or to receive donations. Ms. Keller replied it would be something worth pursuing.

LANDSCAPE MAINTENANCE/BUTTERFLY GARDEN: Discussion took place on the Library's landscape maintenance. Mr. Keys mentioned that Miami-Dade County has a reasonably good contractor providing maintenance, but that service is only provided twelve times a year. Mr. Keys added that in discussion with the County, the County staff indicated that they would like the library to have an attractive looking landscape, but maintenance once a month does not seem to be enough. Mowing, pulling weeds and raking needs to be provided regularly and that requires additional resources. Mr. Paul mentioned that the Library's part-time staff could help out in between regular maintenance cycles. Mr. Keys advised that the County is responsible for managing the Library and its grounds in accordance with an interlocal agreement with the City. Ms. Leslie inquired whether this agreement was unique, specifically because the land was owned by Coral Gables and the building by the County and Mr. Paul replied that this was not a unique situation as there are a few other site specific agreements. The County's budget and how it might be related to resolving this issue was briefly discussed. Dan advised that it was his intention to bring the maintenance matters to the attention of the library systems management staff and asked that the Board give them the opportunity to respond. Dan will report to the Board at the February 2013 meeting.

A motion was made, "The Board supports the City's efforts to seek adequate funding for the maintenance of the Library's landscape in accordance with the Inter-Local Agreement between the City of Coral Gables and Miami-Dade County." The motion was seconded, voted upon and passes with a unanimous vote.

NEW BUSINESS:

Discussion took place on the selection of benches to be purchased through the donation provided through efforts of the board. Dan distributed printed information and the Board reviewed it. The Board reached a consensus on purchasing single chairs secured to the ground, as opposed to benches. Ms. Admire inquired if a commemorative plaque could be installed and Mr. Keys advised that that could be worked out. Ms. Leslie requested before and after photographs of the Butterfly Garden and Mr. Keys agreed to provide them.

The possibility of having volunteers to provide maintenance of the garden was brought up and Mr. Paul was asked to inquire about the Library systems position on this for discussion at the next meeting.

ANNOUNCEMENTS: None

A motion to adjourn was made and second and it passed unanimously, the meeting was adjourned at 3:45 p.m.

APPROVED:

Lisa Bennett, Chair

ATTEST:

Daniel Keys, Secretary

THE NEXT MEETING WILL BE HELD
WEDNESDAY, **FEBRUARY 13, 2012**, AT 3:00 P.M.
IN THE CORAL GABLES BRANCH LIBRARY MEETING ROOM
3443 Segovia Street, Coral Gables, FL