

## **Clewiston Library Board Minutes**

### **Tuesday, November 18, 2025**

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#### **Opening Remarks**

- A. The Clewiston Library Advisory Board was called to order at 5:03 p.m. by Toni Couse at the Clewiston Public Library.

#### **Roll Call of Members**

- A. **Present:** Natasha Hayes, Toni Couse, Mike Galassini, Mary Thomas, Cindy Carroll, and Dr. Laura Jones.  
**Absent:** Frank Harris.

#### **Minutes from Last Meeting**

- 1. A motion to accept the minutes from the meeting held on September 3, 2025 was made by Mrs. Thomas and seconded by Mr. Galassini. The motion was carried.

#### **Treasurers Report**

- A. Bank Account Balance-Mrs. Couse reported that the balance on the bank statement is \$4,409.98 as of the latest bank statement dated for October 2025.
- B. Expenses Recap-Director Hayes reviewed the expenses from the past two months and explained how each receipt is attached to the Visa statements.
- C. Funds Received/Membership Fees-There were some additional deposits received after the bank statement arrived which included three new Friends of the Clewiston Library memberships and donations in memory of Eli and Ozi Adams.

#### **Director's Report**

- A. Library Statistics & Calendars- Library statistics were provided via an Excel spreadsheet which explains/ depicts the circulation counts of library materials, items cataloged/removed, programs, door count, and more. Monthly activity calendars were provided which provided detail on what programs had occurred throughout the past two months.
- B. Baker & Taylor-will no longer be in operation as of January 2026. All library branches are aware of this closure and therefore the Library Director is in talks with other book distributors in order to set up new accounts so that we can order books.
- C. Room to Read Funds-Joe Palmer-SWFLN will be reimbursing the Friends of the Clewiston Library for the costs associated with his author event which will include his speaker fee, hotel and food costs.
- D. Library Expenses FY 2024-25-Director Hayes will be meeting with Randy Maxson, Finance Director and the City Manager, Danny Williams to discuss the library's expenses and budget. Director Hayes is awaiting clarification on this topic so that she can inform the Cooperative Board of the carryover funds as it pertains to each branch.
- E. Library Funding-The Cooperative Board and each respective library's boards is in discussions regarding the State Aid to Libraries Grant fund allocations.
  - 1. FY 25/26-Cooperative Board agreed to increase the Admin Fee from 10% to 25% for this year (pertains to grant funds received in June of 2025-\$158,674.00).
  - 2. Cooperative Funding-each library branch is eager to solidify exactly how much each branch has so that they can budget accurately for the remainder of this year. At this time, the library's are not actively spending the state aid to libraries grant funds, except for shared costs.
- F. Craig Moore-advertisements-WAFC's host, Mr. Moore is excited to host the library in one of his morning broadcasts. Director Hayes will schedule a time to go in and talk about the library and all that is happening. She will also forward each monthly activity calendar to him and he will highlight the activities on the radio.

- G. November Commission Mtg. Acknowledgement (1hr 13 min)-Commissioner Hillary Hyslope praised the library for all that they do at the commission meeting in November. Each month the Library Director provides a monthly statistical report to the city manager that includes an overview of everything happening here at the library. These reports are then compiled and included in the commissions packets for review.
- H. Employee of the Year Applicant-Director Hayes nominated Diana Osborne for Employee of the Year. She is well deserving of this honor.
- I. Adult Book Club Titles (Amazon and eBook copies)-All titles have been ordered in print and digital format for the book club.
- J. Cathy Metz Resignation-November 2025-Ms. Metz has resigned from the Clewiston Library Advisory Board as of November 10<sup>th</sup>. Director Hayes will be in contact with the City Clerk to discuss filling her place.
- K. Advisory Board and Cooperative Board Minutes/Agendas online-All previous Advisory Board and Cooperative Board meeting minutes and agendas will be available on the City of Clewiston's website.

#### **Old Business**

- A. Eli and Ozi Adams-Director Hayes discussed the plans for this newly designated area in the children's section of the library.
  - 1. Balance/Monies Received-\$680.00 is the total of donations received as of this date. These funds will be used to purchase new books for this special area.
  - 2. Shadowbox/Layout-Director Hayes will be purchasing a shadowbox which will display the autographed book by Eli as well as pictures of him and his brother, Ozi.

#### **New Business**

- A. Elections-7 years terms-At this time, all Advisory Board members terms have expired. Director Hayes provided Citizen Board Applications to those who would like to reapply for the Advisory Board and she will discuss how to move forward with reinstating board members after reviewing the City of Clewiston's Charter with the city clerk. As soon as the Advisory Board appointments and terms have been re-instated, the board will need to appoint a board member to serve on the Cooperative Board as Mrs. Toni Couse is currently in this seat, but her term has expired.
  - 1. Cooperative Board Appointee-4 year term-Due to Mrs. Couse's term being expired, the Clewiston Advisory Board will need to appointment one of their board members to this position once their terms have been renewed. Mrs. Couse is willing to continue to serve in her current position until all is resolved.
- B. World Puppetry Day-Mr. Boenigk-in honor of lasting impact Mr. Boenigk made here at the Clewiston Public Library, staff will celebrate his love of puppetry annually on World Puppetry Day with a special storytime full of puppetry fun!
  - 1. Saturday, March 21, 2026-this year since the day falls on Saturday, we will celebrate World Puppetry Day either on the Friday before or the Monday after.
- C. Stories Under the Stars
  - 1. Smores, stories, possible Police Department Collab.-Director Hayes will reach out to the Chief of Police to see about offering an evening full of stories and smores. Due to the holiday's as well as the weather, may make scheduling a bit difficult. Holding such an event would be nice if we could hold it during a cold front.

#### **Date for Next Meeting**

The next Clewiston Library Advisory Board meeting will be held on Wednesday, January 14<sup>th</sup> at 5 p.m.

**Public Remarks**

None.

**Adjournment**

Meeting was adjourned at 6:34 p.m.