

**Clewiston Library Board Minutes**  
**Wednesday, August 21, 2024**

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- A. Opening Remarks
- B. Roll Call of Members-Present: Cathy Metz, Mary Thomas, Mike Galassini, Cindy Carroll, and Dr. Laura Jones. Absent: Frank Harris and Toni Couse.
- C. Minutes from Last Meeting
  - a. May 8, 2024-motion to approve the minutes was made by Mr. Galassini and seconded by Ms. Metz.
- D. Treasurer's Report-Due to Mr. Harris' absence, Library Director reported that the balance is currently 1,328.29 as of the latest bank statement which is dated for July 30, 2024.
- E. Director's Report & Calendars
  - 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. While reviewing the stats, the door count was discussed in depth as it recorded over 2,000 visits for the month of June and July. Many of these visits were from the summer reading program as well many other programs offered. Monthly calendars were also made available which depicts each event held at the library during the past three months.
- F. Old Business
  - a. ILS Software-Insignia
    - i. Patron Printing Module-this portion of the ILS integration is completed for the Clewiston Library and JD has provided the County IT Department and the Labelle Library with a flash drive

with all the pertinent installation information so they may proceed moving on to this phase as well. When this is completed, the migration from TLC to Insignia will be complete except for staff learning additional services available through the platform and how to better serve the community.

- b. Library Roof-The Clewiston Public Library has a newly installed roof. We have not experienced any leaks in the library and the maintenance department is in the process of repairing existing wall damage and replacing damaged ceiling tiles.
- c. Summer Reading Program
  - i. June 3rd through July 31<sup>st</sup> -What a busy summer the Clewiston Library had. Patrons and staff had a great time and look forward to next summer.
- d. CareerSource Work Experience Program-the library did not have participants selected and scheduled this summer.
- e. CMON Access Pass- The Children's Museum in Naples and Hendry County Library Cooperative has partnered together! Patrons simply need to check out an item at their local library, staff will attach their check out slip to the CMON Pass, and this pass will then allow 4 free admissions in to the museum. Each pass is good for 7 days and patrons are able to utilize this partnership for the rest of this year and hopefully next year as well.

#### G. New Business

- a. City of Clewiston Directors/Positions Update
  - i. Finance Director-Randolph Maxson has filled Shari Howell's position

- ii. City Manager-Danny Williams now serves in this role full-time as well as still maintains the Public Works and Utilities departments
  - iii. Recreation Director/HR -Ashly Sergent is housed at the Recreation Department/building full-time, but also serves as HR as well
  - iv. Recreation Assistant-Timothy Pruitt assists Ashly with the daily operations of the recreation department as well as the City's landscaping needs
- b. Coop Funding-Library Director is working with the other two branch directors and the new Finance Director as it pertains to the Cooperative's State Aid funds and allocations.
- c. Operating Hours/Days
  - i. Saturdays-the Clewiston Library will now offer Saturday hours from 10 a.m. until Noon beginning on August 10<sup>th</sup>. These hours may be extended in the future as patronage increases.
- H. Date for Next Meeting-October 16<sup>th</sup> at 5 p.m.
- I. Public Remarks-no comments
- J. Adjournment-6:12 p.m.