



Library Board Meeting

March 13, 2025 at 7:00 PM

**Marianne Beck Memorial Library -
112 W. Central Ave**

AGENDA

CALL TO ORDER AND ROLL CALL

- 1. Consideration and Approval: Approval of January 9, 2025, Library Board Meeting Minutes**

NEW BUSINESS

- 2. Discussion: Library Director Monthly Report**
- 3. Discussion: Summer Reading Program Update**
- 4. Discussion: County Impact Fee Application Update**
- 5. Discussion: Charging for Library Education Center (LEC) Usage**

OLD BUSINESS

FRIEND OF LIBRARY (FOL) BUSINESS

PUBLIC COMMENTS

ADJOURNMENT

To Comply with Title II of the Americans with Disabilities Act (ADA):

Qualified individuals may get assistance through the Florida Relay Service by dialing 7-1-1. Florida Relay is a service provided to residents in the State of Florida who are Deaf, Hard of Hearing, Deaf/Blind, or Speech Disabled that connects them to standard (voice) telephone users. They utilize a wide array of technologies, such as Text Telephone (TTYs) and ASCII, Voice Carry-Over (VCO), Speech to Speech (STS), Relay Conference Captioning (RCC), CapTel, Voice, Hearing Carry-Over (HCO), Video Assisted Speech to Speech (VA-STTS) and Enhanced Speech to Speech.

Please Note: In accordance with F.S. 286.0105: Any person who desires to appeal any decision or recommendation at this meeting will need a record of the proceedings, and that for such purposes may need to ensure that a verbatim record of the proceedings is made, which includes the testimony and evidence upon which the appeal is based. The Town of Howey-in-the-Hills does not prepare or provide this verbatim record. Note: In accordance with the F.S. 286.26: Persons with disabilities needing assistance to participate in any of these proceedings should contact Town Hall, 101 N. Palm Avenue, Howey-in-the-Hills, FL 34737, (352) 324-2290 at least 48 business hours in advance of the meeting.

Marianne Beck Memorial Library
112 W Central Avenue
Howey in the Hills, FL 34737
Library Board Meeting

Date: January 9, 2025

CALL TO ORDER

Meeting is called to order at 7:00 pm by Chairman Jim Steele

Attendance: Jim Steele, Tahsia O'Keefe, Gwendolyn McIlvaine, Beth Flack, Pamela Szydlik, Amanda Molden (Library Director), John Brock, Sean O'Keefe

1. **Minutes from December 5, 2024** motion to approve by Gwendolyn, seconded by Tahsia

NEW BUSINESS

2. Annual selection of Board Officers (Chair and Secretary)

Board nominated and approved Jim Steele for position of Board Chair. Motion made by Tahsia, seconded by Gwendolyn.

Board nominated and approved Beth Flack for position of Board Secretary. Motion made by Jim, seconded by Gwendolyn.

3. Introduction of new Library Director, Amanda Moldan

Amanda is welcomed to Marianne Beck Memorial Library. One of her stated goals is that the library continue to be the heart of the community.

4. Annual Ethics Training

John Brock and Sean O'Keefe presented required ethics training

OLD BUSINESS

No old business

FRIENDS OF THE LIBRARY (FOL)

Michelle Ertel has resigned as FOL president. Work continues in obtaining a grant from Duke Energy for the summer reading program.

PUBLIC COMMENTS

No public comments

ADJOURNMENT

Motion to adjourn meeting by Pamela, seconded by Tahsia. Meeting adjourned at 8:40 pm.

Submitted by Beth Flack

Library Report

February 2025





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Introduction

This report provides a comprehensive overview of the Marianne Beck Memorial Library's activities and statistics for the month of February 2025.

It highlights key performance indicators, including circulation, program attendance, and computer usage.

The report also includes information about current projects at the library.



Library Statistics



Library usage is on the rise, with increased book circulation and online resource access.

Library Usage Trends



Book Circulation

We checked out 1,650 items.



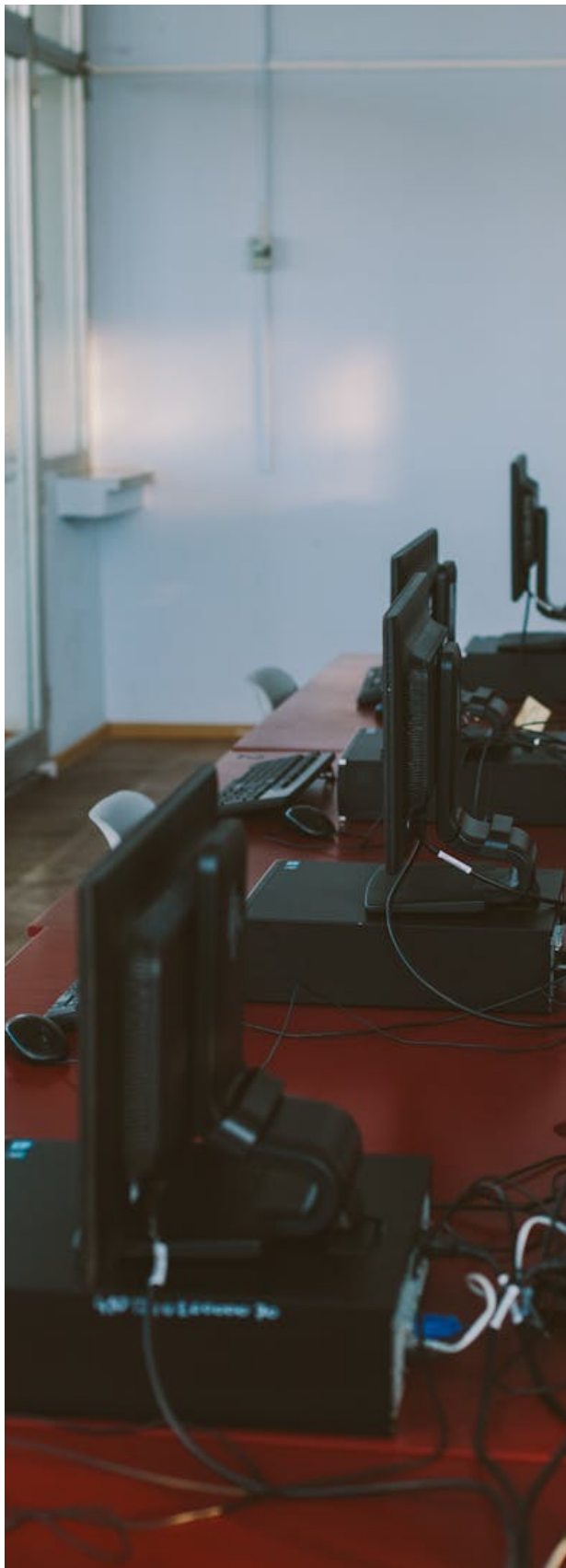
Visitor Count

9,043 people visited the library.



Computer Access

Public computers were used for 90 unique sessions for a total of 71 hours.



Updates

The Library Impact Fee Application for the design phase of the library expansion was submitted on February 28th.

We are beginning a weeding project to remove damaged items, as well as items that have not circulated in the last 3-5 years.

We are continuing to order new releases and replace popular titles that have been removed due to normal wear and tear.

The library collected money from patrons who needed to print or fax items, as well as for late fees.

Funds Collected



Copies/Fax

\$131.80



Late Fees

\$14.00



Library Activities

Engaging Programs

We offered a wide range of programs and activities to cater to diverse interests and age groups.

For children, there is a Pokemon club, stamp club, chess, robotics.

Adults can participate in book clubs, stamp club, exercise classes, and card games.

The library also hosted community events, such as trivia night and a gardening class. We also provided space for local interest groups and Home Owner's Associations to hold their meetings.





Summary

February was a busy month, with a significant number of visitors, program participants, and book checkouts.

The library also successfully hosted various events and continues to provide valuable services to the community.

Summer Reading Program 2025 – Update 03/07/2025

In January, Tahsia and Hannah collaborated on a grant for the Howey Friends of the Library. The Friends submitted the grant and received three thousand dollars from Duke Energy for the summer reading program. With the increase in budget, this summer reading program will allow for more entertainment! Here's a look at what has been booked so far for the 2025 summer reading program.

- Foam Palooza (Big Idea Bubble Company) Back by popular demand!
- Orlando Science Center will be coming to host a drone program here at the Library

The Lake County Library System announced its theme "Color Your Summer". Lake County will be hosting its own theme county-wide, as the state of Florida is not funding the collaborative summer reading program this year. The county will be providing take home bags for each child and a logo we can use for any promotional materials we create.

Project Description

The Marianne Beck Memorial Library is seeking funding for an expansion project that is designed to enhance its service offerings and better accommodate the growing needs of the community. As a vital hub for local residents, the library has long provided a wide range of programs and services to, but increasing demand for resources such as books, programs, and spaces for reading and studying. This project will not only increase available space, but will also provide additional resources that will support both current and future library services. The goal is to develop a flexible and modern facility that can continue to accommodate the evolving needs of the community.

The expansion will be carefully integrated with the current architecture of the library to preserve its aesthetic appeal while introducing modern features to enhance functionality. The design process will focus on ensuring that the new spaces complement the existing layout seamlessly. Thorough planning will be undertaken to ensure compliance with building codes and local regulations, ensuring that the expanded facility is safe, accessible, and in line with current standards. Working closely with architects, engineers, and contractors, the library will ensure that the expansion is not only visually appealing but also structurally sound, maximizing both form and function.

Expected Outcomes

The expansion will provide increased seating and additional quiet areas for reading, catering to individuals as well as groups. New layouts will accommodate both solo study and collaborative reading spaces, enhancing the overall visitor experience. A key component of the expansion is the creation of a larger, dedicated space for children's books and activities. This

area will foster early literacy and inspire a love of reading among young learners. Storytime programs, interactive displays, and educational toys will be incorporated into this section, creating a vibrant, engaging environment for children.

Justification for Use of Impact Fees

The area surrounding the library has experienced steady population growth, and with the addition of new subdivisions, the community's population is expected to grow substantially in the coming years. These subdivisions are bringing in a wide range of residents, including young families, professionals, and seniors, all of whom will require various library services—from children's programs and technology access to quiet study areas and community events. This surge in population will directly increase demand for library resources, programs, and space.

The use of Impact fees is justified as the expansion is designed to accommodate the future needs of the growing population. Rather than just addressing deficiencies in the existing facility, the project is an intentional increase in capacity to meet future demand. The expansion will allow for more programming, a larger collection, and greater community engagement, directly supporting the needs of the new residents.

Effect on Staff

The expansion will have a positive impact on library staff by creating a more modern and efficient work environment. With more space and upgraded facilities, staff will be better positioned to manage and support a larger number of patrons. The additional space will also allow for dedicated areas where staff can work, plan programs, and interact with the public more effectively.

Need for Project

As the community continues to grow, this expansion is an essential investment to meet the increasing demand for library services. The expected population increase for Howey-in-the-Hills with current entitlements will be approximately 6,800 new residents. Over the next five years, this would bring the total population of Howey-in-the-Hills from 1,800 to approximately 8,600 residents once all homes are occupied. This substantial growth highlights the importance of expanding public infrastructure, including the library, to meet future demand.

The growing town population requires expanded access to resources, more modern facilities, and a broader collection to meet patron needs. This investment will provide immediate value to residents by increasing access to resources. In the longer term, the expansion will have a lasting impact on education, workforce development, and community engagement.

Benefit to Local Community and County-Wide Library Services

The expansion of the Marianne Beck Memorial Library represents a significant investment not only in the local community, but in the broader Lake County Library System. By expanding the library's capacity, this project will enhance the library's ability to serve residents through a larger collection, new study spaces, and improved access to technology and resources. These expanded services will foster community pride and greater civic engagement, while also providing job opportunities during both the construction phase and after the project's completion.

In addition to these local benefits, the expansion will contribute to the overall economic growth of the region by increasing property values and attracting new businesses. A well-

developed library can serve as a key community asset that enhances the quality of life and makes the area more desirable to potential residents and businesses. This project will have a long-term, positive impact on the Lake County Library System, enriching its services and ensuring it can continue to serve the needs of an expanding population for years to come.

Appendix A

Lake County Library Impact Fees
PROJECT APPLICATION
Application Deadline: March 1

1. APPLICANT INFORMATION

A. LEGAL NAME OF APPLICANT (Government)

Town of Howey-in-the-Hills

B. APPLICANT ADDRESS


Street 112 West Central Avenue PO Box if applicable _____

City Howey-in-the-Hills Zip Code 32737

C. APPLICATION REQUIREMENTS (Both 1 and 2 are required)

1. ☒ County library impact fee is assessed within municipality, or
☐ Municipality collects local library impact fee which is equal to or greater than county library impact fee, or
☐ Municipality collects local library impact fee which is less than county library impact fee and remits the difference between local and county impact fee to county.
2. ☒ Municipality has a library which is a member of the Lake County Library System (LCLS), or
☐ Is a newly created library which has submitted a letter of intent for the municipality's library to become a Member of the LCLS in accordance with LCC-7.

D. APPROVAL TO SUBMIT APPLICATION (By library governing body or City Administrator)


Signature

Digitally signed by Sean O'Keefe
Date: 2025.02.27 14:49:43
-05'00'

Sean O'Keefe
Name and Title

2. LIBRARY INFORMATION

A. NAME OF LIBRARY Marianne Beck Memorial Library

B. LIBRARY ADDRESS ☒ Current ☐ Future

Street 112 West Central Avenue City Howey-in-the-Hills Zip 34737

3. PROJECT MANAGER (Library Director)

A. Name Amanda Moldan Telephone 352-805-7704
Fax _____ E-mail amoldan@howey.org

4. TYPE OF PROJECT

- A. ☒ CONSTRUCTION
☒ Design & Engineering ☐ New Building ☒ Expansion
- B. ☐ COLLECTIONS
☐ System-Wide
- C. ☐ TECHNOLOGY (System-wide projects only.)
- D. ☐ EQUIPMENT

5. THIS PROJECT IS INCLUDED IN (PLANNED PROJECTS): (Maximum of 5 points) (Mark all that apply)

- ☒ City or County Capital Improvement Plan
☐ Lake County Library System Long Range Plan of Service
☐ Lake County Library System Annual Plan of Service
☐ Other (Describe) _____

6. **COST OF TOTAL PROJECT** (Estimated) 200,000

7. **AMOUNT REQUESTED** (Maximum of 10 points) 200,000

8. **PERCENT OF PROJECT ELIGIBLE FOR IMPACT FEES** 100%

9. PRIMARY SOURCE OF IMPACT FEES: (Maximum of 10 points)

- ☒ Applicant contributes to countywide library impact fee fund (10 points)
☐ Applicant collects and retains impact fees locally (-10 points)

10. PRIOR PROJECT SUBMISSIONS (Maximum of 10 points)

A. Is this a new project request:

- ☒ Yes (skip to section 11)
☐ No (complete Sections 10.B and 10.C)

B. Year(s) requested: _____ Was the project previously approved by the Library Advisory Board?

- ☐ Yes ☒ No

If Yes, what year(s) was the project approved: _____

C. Has project previously received funding from library impact fees?

☐

Yes

☒

No

If Yes, was the project request ☐ partially or ☐ fully funded?

Year/s _____ Amount \$ _____

11. **PROJECT NARRATIVE** – (Include as an attachment; no more than 3 pages. Maximum of 35 points)

a. **Brief project description.** (5)

Include project history and expected outcomes of the completed project. For construction projects, include a walkthrough of the facility, including the programmatic layout. For collection and equipment projects, outline expected use and how project will be supported after acquisition.

b. **Justification for use of impact fees.** (5)

What is the historical growth and expected growth in the service area of the project? Why are impact fees justified? How is this an expansion of capacity and not addressing a deficiency? How is this project sustainable in your budget? How will this project effect staff?

c. **Describe need for project.** (5)

Provide statistics and anecdotal information supporting the need. For collection projects, describe the gaps in the local collection, the system collection or areas of future growth that will be met by the project? What is the need for expansion or new construction? What expansion of capacity will the requested equipment provide?

d. **Describe the project's benefit to the local community.** (5)

How will the local community benefit from this project? What are the desired outcomes for the local community? How will the local community use the project? How will the project contribute to new or improved services?

e. **Describe how the project will benefit county-wide library service.** (10)

What new or expanded services will be provided to the Lake County Library System cooperative and/or County residents? How does this project address expansion of capacity?

f. **Provide an itemized cost estimate for equipment requests** (for equipment grants only) (5)

12. **INITIAL YEAR OF PARTICIPATION IN THE COOPERATIVE** 2009

13. **COMPLETED BY:** Amanda Moldan/ Library Director **DATE:** 2/27/2025
(Name / Title)

RETURN THIS FORM TO: DIRECTOR OF THE LAKE COUNTY OFFICE OF
LIBRARY SERVICES

418 W. Alfred St., Suite C, Tavares, FL 32778

Staff Use Only

Project Rating _____ Project Ranking _____
Recommended Level of Funding _____
Approved Level of Funding _____
Comments _____

