

Approved

**APALACHICOLA MARGARET KEY LIBRARY**  
**Regular meeting of the Board of Directors**  
**Minutes      November 12, 2019    5 p.m.**

**Meeting Location:**

AMKLibrary  
80 12th St.  
Apalachicola, FL 32320

Meeting was called to order at 5:03 p.m. by Robert Lindsley, Board Chair.

**Present:**

Robert Lindsley, Chair  
Mark Milliken

**Absent:**

Valentina Webb  
Lynn Wilson  
Brenda Ash, Commissioner [ex-officio]

**Also attending: [ex-officio]**

Ginny Griner, PHILACO liaison  
Jan Thomas, PALS liaison  
Jill Rourke, Library Director

There was no public comment.

Minutes of the last meeting were reviewed but not adopted for lack of quorum.

Financial documents were reviewed and submitted to file for the public record.

The director's report was reviewed without comment.

**Under old business:**

Rourke was directed to try to get the appointment of board members on the second monthly Commissioner's meeting agenda in December.

Rourke requested items 4 & 6 under strategic planning be delayed for discussion under new business as it is all related.

Technology Plan -- Rourke gave a brief report of progress on the network mapping and technology plan. She stated she does not believe we will receive the technology grant she applied for so is looking for other financial means to fund new computers for the library.

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ILS Replacement -- Rourke stated contact has been made with vendors concerning a contract for adopting and managing KOHA as an integrated library system for the library. Hopefully, there will be Request for Proposals to review in December but more likely in January.

Library Student Intern -- Rourke stated she had been in contact with FSU and they amenable to a proposal. Rourke and Milliken agreed to meet to discuss drafting a proposal for a summer internship position with a FSU Library Science student.

Phase II Library Construction -- Delores Coom, who will be joining the board after the first of the year, was selected to represent the library board in discussions of Phase II of the library plans. She will join a team made up of interested and skilled community members and two representatives of PALS to develop a draft plan for the board. Several community members were vetted and Thomas and Milliken they would submit additional names to Lindsley for vetting.

### In new business:

Rourke presented documents outlining management options for the library in the future. These included remaining a stand-alone municipal library, partnering in some way with Franklin County Library and the WILD consortium, or contracting with a library management company. After lengthy discussion, the Rourke should prepare for additional discussion at the December meeting. The board indicated decisions about staff positions after the first of the year must be discussed at the December meeting with direction to proceed.

With no public comment, the board adjourned at 6:30 p.m.

Next meeting: Tuesday, December 10, 2019; 5:00 p.m.

Respectfully submitted: Jill K. Rourke