

Library Board Minutes of the Meeting held
May 13, 2025 at 5:00 pm.

APALACHICOLA MARGARET KEY PUBLIC LIBRARY

Regular Meeting of the Library Advisory Board

~ Mission Statement ~

"The Apalachicola Margaret Key Library contributes to a healthy, vibrant community by helping citizens create and live their best life."

Meeting Location:

Old Library Building

Meeting was called to order by Sondra Taylor-Furbee, Chairperson, at 5:04 pm

Voting Board Members Present:

Ralph Wagoner

Jerry Hurley

Sondra Taylor-Furbee

Ex-Officio Members and Others Present:

Liz Perkins, PALS Representative

Approval of Last Meeting Minutes

The minutes were accepted as presented

Director's Report:

May 2025 Statistics: - 2,241 patrons visited our library - 9 new accounts opened
– 267 patrons used our computers - 582 books/movies/items circulated - 924 items donated to the library!!! - \$804.23 collected as library revenue – 79 hours donated by our wonderful volunteers – 18,553 people reached on social media
We've had a great month! Congratulations to all the graduates!

We are excited about the Summer Reading Program we have planned for this summer! The theme is Color Our World, and your library is already decorated. Students can complete reading challenges for prizes and raffle tickets. The Summer Reading Kickoff Party is June 5 from 3-5. We will have a scavenger hunt, free books from Bring Me a Book Forgotten Coast, crafts, food, and goodie bags.
Make plans to join us this summer!

Spring is here and the library continues to have something for everyone. A STEAM even organized by PALS volunteer Rich Lenhart, made for an educational afternoon, with kids

learning about motion and gases. Richard also hosted our monthly Chess Club. We will take a break from Chess Club this summer but hope to resume in autumn. The library hosted another fly-fishing round table this month with Captain Danielle Davidson. The Memoir Writing Group continues every second and fourth Tuesday and is led by Leslie Lewin. We hosted a Homeschool Curriculum Swap and a blood drive with One Blood.

The library is always grateful for all our volunteers!

Remember, this is YOUR library. We also welcome out-of-town visitors! We invite you to come in, grab a calendar, a free cup of coffee or tea, a few books, and enjoy fellowship with other library visitors.

Your City of Apalachicola Library helps with reading, writing, and learning, and offers a suite of print/copy/scan/fax/and notary services. We loan FREE books, movies, puzzles, board games, and items from our Library of Things, and offer FREE audio books, e-books, and digital magazines through the Libby app. We also have a Book sale space on-site with FREE magazines. All donations go to our Friends of the Library group, PALS.

Free Legal Help through volunteers from Legal Services of Northwest Florida is available the first Thursday of each month; appointments are required.

We also offer Yoga weekly (in a by-donation class) on Mondays @ 6:15pm, Bring Me A Book Forgotten Coast hosts 'Books for Babies' weekly on Tuesday mornings @ 10:30am, and Mahjong meets on Wednesday and Fridays mornings @ 10. Our once-a-month Book Club meets each 3rd Wednesday @ 6pm; and Homework Help (FREE tutoring!) is by appointment. Let us know how we can serve you!

Call: 850-653-8436 or email: apalachicolalibrary@gmail.com

Isel Sánchez-Whiteley & Barbara 'Nissie' McNair, Library Assistants
Lucy Carter, Library Director

5/20/25- Returned to work today after being away a week and a day. Thank you to Nissie, Sondra, and Celia for working to fill my absence.

I participated in a zoom meeting with the Division of Library and Information Services to learn more about how to document Summer Reading Program statistics.

6/4- All Summer Reading Program materials are printed, goodie bags are filled, volunteer jobs are typed out, and the treasure box is filled. I am excited about the Summer Reading Program Party tomorrow.

I am keeping up with social media posts. Liz helps a lot by creating Canva flyers.

Val Webb said Career Source is hiring kids ages 13-17 to work in the community and said we could potentially get a summer worker. I created a Summer Library Assistant job description and gave it to Val. I also suggested a potential student to Val.

Greg needs more tutor volunteers now that summer is here. If anyone wishes to volunteer, please reach out to Greg or Isel.

Whitney reached out to me to warn me that an older gentleman went to her library to complain about the DEI decorations. He did not care about it being for Color Our World and continued to speak about DEI; he took many photos. I notified Sondra and Liz.

I contacted Kevin Ward (IT) for help with the patron computers and the scanner computer. The patron computers display patron history. Kevin determined our Deep Freeze subscription expired and was not paid. Kevin is looking into where the invoice was sent. They will return once it is paid. The scanner computer wanted me to reset the password but would not accept a new password. They fixed it today.

6/6/25- Yesterday, we hosted the Summer Reading Program Kickoff Party and it was an absolute success! Approximately 156 people attended (I averaged the total ins and outs). We gave out about 42 goodie bags. PALS volunteers (and Lucy's cousin, Ramona) are the reason it was a complete success! Celia and Helen greeted every patron, instructing them on the

available activities and explaining nature of the scavenger hunt. Karen Kessell gave a free book to each child. Greg and Bonnie distributed goodie bags and explained about the reading challenge. Connie and Ramona hosted the craft, and Richard served as the floater, helping anywhere it was needed. When the party was over, volunteers cleaned up so much, Nissie and I were spared from that task. Richard took the heavy tables to our outside closet, saving me from doing it.

6/23/25- Kids have been coming to all of our events. Overall, crowds are down at the Library, and I suspect this is due to the water issues in Apalachicola.

Volunteers are showing up to help with events, even when I don't expect it. A huge shoutout to Bonnie Lewis, Connie Justice, and Molly Hill for repeatedly helping out with events.

The Library is a source of information about the water crisis. Many patrons come to us asking about where to find water.

Kevin Ward says the City has the invoice for Deep Freeze for our patron computers.

Meanwhile, Nissie and I clear out the computer histories and downloads.

PALS Report:

April & May 2025 activities (since 4/15/25)

Hosted Classic Movie Night, The African Queen, 4/24

STEAM Activity 4/25

Homework Help & Free Tax Prep (102 returns filed this year)

Helped with the library's graphic design and handled web page updating

Sorted through a large book donation

Ran the PALS eBay Book Store

Produced the library's spring newsletter which will come out the week of May 18th

Other routine activities such as working the desk and straightening the bookshelves.

PALS has also sent an email to our volunteer list soliciting help for Summer Reading

activities. We will help fund and host the Kickoff Party on June 5th.

City Hall Storage

The library currently has 1/2 of a classroom for storage of seasonal items (Christmas & Halloween decorations), leftover construction materials (carpet squares, ceiling tiles, bathroom tiles, etc.), signage for book sales & the Pumpkin Patch, and other random stuff that there is no storage space for in the library.

In light of the order to vacate the old school building by June 30, PALS has rented a storage unit at Bluff Road. In the coming weeks, we will move the library's stored materials there, give one key to the library, and PALS Treasurer Rich Lenhart (who does all of the moving back and forth) will keep the second key.

Library Landscape Conceptual Plan

Sondra Taylor-Furbie and I appeared before the Apalachicola City Commission on May 6th to explain the history of the plan and County Commissioner Croom's willingness to use his paving budget to complete the parking lot component, and to ask the commission for their approval of the plan and the paving of the city property by the county.

The City Commission voted unanimously in favor of both motions.

Erin Griffin, the County's Fiscal Manager, let us know that they have requested a task order from Josh Baxley with Dewberry Engineers to design, engineer, and do the bid specifications for paving the parking area at the Apalachicola Library. As part of the task order request, they have requested that Dewberry will coordinate those efforts with the approved landscaping design work.

In the wake of this news, PALS has sent out copies of the landscape plan and an explanatory letter to the original donors for the library (as recorded on the plaque at the entrance).

Old Business:

New Business:

It came to the attention of the board that the list of charges for services at the library included a \$1.00 per page to use the cutting board. As there is no expense incurred for the use of that equipment, the board voted unanimously to remove the charge.

Adjourn:

Meeting was adjourned at 6:00 pm.

Next Meeting: There will be no meeting in June, next meeting will be July 15, 2025