

**Board of Commissioners Regular Meeting**  
**April 23, 2026 9:00 A.M.**

1. **Call to Order:** The meeting was called to order by Commissioner Uhler at 9:01 A.M.
2. **Oath of Office:** Michelle Walker (Seat 3) and Sandon Shepard (Seat 6) accepted their Board Commissioner positions and were administered the Oath of Office by Staff Cathy Cameron. The Board welcomed them.
3. **Roll Call:** Commissioners Present: Commissioner Greggs, Commissioner Vinciguerra, Commissioner Walton, Commissioner Walker, Commissioner Shepard, Commissioner Uhler  
Excused: Commissioner Zahorchak

A quorum was confirmed.

Staff Present: Amber Cox, Executive Director  
Danny Hussey, Assistant Director  
Cathy Cameron, Office Manager  
Holly Simone, Accountant (Virtual)

4. **Setting of Agenda:** The Agenda was set as presented.
5. **Public Comment:** None.
6. **Secretary's Report:** Minutes from the March 26, 2026 Regular Meeting were approved as presented with the correction of Commissioner Shepard's name.
7. **Treasurer's Report:** Accountant Holly Simone reviewed the Financial Statements through March, 2026 line by line for the Board. The Financials will be held for audit.
8. **Internal Controls – Authorized Signer Updates:**

***A motion was made by Commissioner Greggs, seconded by Commissioner Walton approving Commissioner Walton and Commissioner Greggs be allowed as signers to the district checking account and positive pay. The motion passed unanimously by voice vote.***

***A motion was made by Commissioner Vinciguerra, seconded by Commissioner Greggs approving the removal of former Commissioner Nicole Decker-McHale and former Commissioner Melanie Congress from the District checking account and positive pay. The motion passed unanimously by voice vote.***

9. **Code of Conduct Policy Review & Adoption:** The Code of Conduct policy as vetted by the attorney for the District, was reviewed by Executive Director Cox.

***A motion was made by Commissioner Vinciguerra, seconded by Commissioner Shepard adopting the Code of Conduct Policy.***

***The motion passed unanimously by voice vote.***

10. **Filming, Photography, and Recording Policy Review and Adoption:** The Filming, Photography, and Recording Policy as amended was reviewed by Executive Director Cox.

***A motion was made by Commissioner Walton, seconded by Commissioner Shepard adopting the Filming & Photography, and Recording Policy as amended.***

***The motion passed unanimously by voice vote.***

11. **Internet Access and Use Policy Review & Adoption:** Executive Director Cox reviewed the Internet Access and Use Policy for the Board.

***A motion was made by Commissioner Greggs, seconded by Commissioner Walton adopting the Internet Access and Use Policy.***

***The motion passed unanimously by voice vote.***

12. **Food & Drink Policy Review & Adoption:** Executive Director Cox reviewed the Food & Drink Policy for the Board. Discussion was heard on possible liability issues regarding serving alcohol in the Library. It was agreed to amend the policy.

***A motion was made by Commissioner Greggs, seconded by Commissioner Vinciguerra adopting the Food & Drink Policy as amended.***

***The motion passed unanimously by voice vote.***

Discussion was heard on presentation of policies to the public by posting on the Library's website; use of printed materials to display in appropriate areas.

13. **Solicitation Policy Review & Adoption:** Executive Director Cox reviewed the Solicitation Policy.

***A motion was made by Commissioner Greggs, seconded by Commissioner Vinciguerra adopting the Solicitation Policy.***

***The motion passed unanimously by voice vote.***

14. **Director's Report: (attached)** Executive Director Cox provided a Library update for the Board: Technical Services is working on improving catalog records by adding title images, with a focus on the Sanibel Captiva collection. Circulation and data reporting efforts are expanding, with staff building reports that track activity by time of day and day of week to better understand usage patterns. March circulation exceeded the same month last year by approximately 1,400 checkouts, and overall activity has reached a new high since reopening. Betty Anholt presented the Guardian of History Award in a ceremony to Tony Lapi and among other appearances, Betty

did a brief interview with a 10 year old young lady who with "great aplomb" asked a series of well-thought-out and written questions on what she might need to pursue a career in archaeology. Outreach efforts included a recent presentation by Director Cox to a local boating group, which resulted in increased use of digital services such as Hoopla and OverDrive. Social media engagement is also up, with more interaction coming from users outside the existing follower base. Collection development activity is increasing after being behind earlier in the year. Youth Services hosted 235 attendees at 8 storytime events, and planning is underway for the Summer Reading Program, which will be an all-ages program supported by local business donations. America at War Series, led by Duane Shaffer and John Niesel, had 97 attendees and Battle of Leyte Gulf had 56 attendees. The library also met with a local technology group working on an island data dashboard. A request for direct API access was declined, but the library agreed to share public data such as door counts through hosted reporting.

15. **Foundation Update:** Commissioner Uhler reported the Foundation will meet next Wednesday, April 29<sup>th</sup>. The Foundation has 2 new members who were welcomed and on-boarded. The Foundation plans to discuss grants during the upcoming meeting.
16. **Board Comments:** Commissioner Vinciguerra commented on Jonathan's helping her out with a school project.
17. **Next Meeting Date:** May 21, 2026 @ 9:00 AM
18. **Adjourn:** The meeting was adjourned at 11:15 A.M.

