

SANIBEL PUBLIC LIBRARY DISTRICT
770 Dunlop Road Sanibel, Florida 33957 www.sanlib.org 239-472-2483

Board of Commissioners
Regular Meeting January 23, 2025

1. **CALL TO ORDER:** 9:09 A.M. by Commissioner Uhler

2. **ROLL CALL:** Commissioner Zahorchak, Commissioner Holly, Commissioner Greggs, Commissioner McHale, Commissioner Uhler,
Excused: Commissioner Congress
A quorum was confirmed.

Staff Present: Director Cox, Clerk Cameron, Accountant Simone (via Zoom)

3. **SETTING OF AGENDA:** The Agenda was set as presented.

4. **PUBLIC COMMENT:** None.

5. **SECRETARY'S REPORT:** The Minutes from December 19, 2024 were approved as presented.

6. **TREASURER'S REPORT:** (attached) Commissioner Zahorchak reviewed the October, 2024 financial reports. Holly Simone, Accountant, will have the November and December financial statements for the February meeting. Commissioner Zahorchak suggested that next month the District could move some funds back to Synovus for a better interest rate. Commissioner Zahorchak suggested that the Blue Sky invoice be coded to expense and we can adjust at the end of the year knowing that the District may be over in this budget category.

DIRECTOR'S REPORT: (attached) Director Cox highlighted the following: Summer Reading Program will be expanded to include adults. Circulation statistics have increased significantly month by month. The roof leak has been sealed, and the leak did not impact any interior. We will be scheduling tree trimming in the future because some limbs are rubbing against the building. BluSky has looked at the windows, which are in various stages of disrepair. They show no active leaks at this time, but there is a need to address the issues. The quote provided was \$25,357.23. The Board has agreed to move forward with this project. Director Cox highlighted that she plans to begin looking at existing partnerships with outside organizations, prioritizing cultural pass destinations including the Shell Museum and the Historic Village, to determine whether any adjustments are needed to ensure the partnerships remain mutually beneficial. The District received an approval on TRIM compliance. QuickBooks process is in place with new security and system backup. The district audit is scheduled to start on March 3rd. The 2024-2025 State Aid Grant is in need of corrections which are due by 2/24/25. The Action Plan for 2025 still needs to be developed, in addition to other things required for the Grant application. Director Cox is working with the Florida Ethics Committee on financial disclosure updates and will confirm with Former Commissioners Gibson and Welch on the same. Reminder that Commissioners and the Library Director must all submit financial disclosures annually by July 1st. The District may be over budget with expenses this FY due to unexpected building repairs, possible replacement of the chiller's compressor(s), and plans to pursue a compensation and benefits study. Director Cox also cited a need to plan for future expenses related to website and catalog/ILS updates.

LIGHTING DISCUSSION: Director Cox reported that West Coast Electrical has provided a quote of \$6,250.00 to repair all lighting fixtures in the parking garage. Staff Derek Baker is confirming with the City of Sanibel regarding the need for a permit. Discussion was heard on parking lot lighting. The initial estimate for lights was \$18,750, but will be much higher due to what we now know to be necessary work/replacement; New lighting will need to be reconfigured and raised as the current system is not suitable to handle storm surge. Director Cox connected with Paula at the City of Sanibel regarding permitting. Since the land is part of the City's land, we will need to obtain their permission. Solar lighting versus electrical lighting was discussed. Cost of solar would be \$67,325 including \$5,500 for demo. They offer a five-year warranty and a monthly monitoring at a cost of \$10.00 per post. Commissioner Zahorchak inquired on the life span of batteries and if there is enough sunlight to accommodate the solar lighting. Director Cox will inquire on these issues and will have a firm packet for the February meeting. It is dark early now and there is some temporary solar lighting on the foot path to help. Director Cox will move forward with a second quote for solar and check with the City regarding lighting and electrical issues on their property, also to inquire if the City might support the cost of poles on their property.

7. **ATTORNEY DISCUSSION:** Director Cox cited the need for an employment attorney after several issues. The City of Sanibel uses the firm of Boy Agnew Potanovic, LLC. The Board agreed that Director Cox should move forward in using them for matters of employment.

8. **SEAT 7 VACANCY:** Commissioner Lyman Welch has resigned his position on the Board effective January 9, 2025, leaving Seat 7 vacant.

A motion was made by Commissioner Greggs, seconded by Commissioner McHale accepting Commissioner Welch's resignation with an effective date of Approval accepting the resignation of Commissioner Welch was unanimous by voice vote.

The Board will discuss filling this vacancy at their next meeting pending advice from the District's lawyer on the procedure to be used.

9. **BOARD COMMENTS:** Clerk Cameron was excused from the meeting. The Board conducted a 90-day review of Director Cox.

10. **FOUNDATION UPDATE:** No report.

ADJOURNMENT:

NEXT MEETING DATES:

Thursday, February 27, 2025 @ 9:00 A.M.

Thursday, March 27, 2025 @ 9:00 A.M.

APPROVED: _____
