

**LAKE WALES LIBRARY BOARD  
MINUTES FROM MEETING HELD ON**

**MONDAY, April 14, 2025 AT**

**4:00 PM**

**LAKE WALES PUBLIC LIBRARY – SCHOENOFF MEETING ROOM**

Members in attendance: Allison Kapphan, Kathy Manry Smith, Brandon Alvarado, and Imelda Tice

Staff in attendance: Belle Reynoso and Christine Runyon

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The meeting was called to order by Allison Kapphan.

**Review of the Meeting Minutes for February 2025**

A motion was made by Allison Kapphan to approve the minutes for the February 2025 Lake Wales Library Board meeting. There was no meeting in March 2025. The minutes were approved by Allison Kapphan and seconded by Imelda Tice.

**Library Updates**

Library Director Belle presents her Director's Report.

Belle mentions she ran for the FLA 2025 BOD Election but did not win. There were six people during the election.

Brandon asks for an update on the Library Renovation Project.

Belle confirms that both companies got approved: Library Interiors of Florida is the company that is responsible for reconfiguration of library materials, and Qualis Contractors, LLC is responsible for the actual renovation project. Currently, the library staff members are working on the Library Materials Assessment Project (LMAP). Staff members are assessing the collection and replacing the books if they need to be replaced. Books will be sent to Baker and Taylor's Sustainable Shelving Program, and will be recycle as applicable.

Brandon asks how the Library Materials Assessment Project works. Belle confirms that staff members determine the analytics of how much the book has been checked out. The books go through both SIRSI and CollectionHQ software which helps to balance it. The software reviews how much they have of certain items and decides where the collection needs balancing.

Belle can print out a report from the software that determines what areas of the collection need improvement, so that is what she is working towards. The City Communication Department is going to do a press release for the library. June 1st is when they start breaking down the stacks in the back. June 9<sup>th</sup> is when the actual renovation begins. The library will do a lot of marketing before it happens.

Belle has applied to be a part of Leadership Polk. She is almost done with Leadership Lake Wales.

The library has a new Book Club for Young Adults called Shelf Indulgence. Ages 18-30. Each one will have a theme. The first one is Bring Your Favorite Book to discuss.

Also upcoming is Earth Day and the iNaturalist Challenge. This will happen on the last weekend of the month. If you download the iNaturalist app, you can take pictures of things found in nature in order to catalogue your county for the app. There will be a nature walk on April 28th from 9 - 10.

Currently the library is having a bookmark contest where you can design your own bookmark. There are categories for adults, teens, and kids. The library is also having a Summer reading program for adults as well as kids; if you complete the adult one, you are entered into a drawing for a gift card.

Reminder to the board members that the volunteer appreciation dinner is April 25th at the Tourist Club.

The stats are steady and a lot of people are using the computers lately. Belle is updating the computer access area. The renovation is going to be very busy with a lot of foot traffic but the library will push through.

Kathy asks how the audiobook trade is going, and the usage of books on CD. Belle confirms it is very low, and she doesn't buy as many physical audiobooks as she used to. Most people now listen to audiobooks on apps. However, DVDs do very well. Every month the library buys new media.

### **Other Business**

No Library Board meeting will be held in May. The next Library Board meeting will be held at 4 PM on June 9th, in the Lake Wales Public Library's Schoenoff Meeting Room. If you are unable to attend this meeting, please email [library@lakewalesfl.gov](mailto:library@lakewalesfl.gov).

There was no further business. The meeting was adjourned by Allison Kapphan.

Submitted by:

Allison Kapphan, Chairman

Christine Runyon, Library Administrative Assistant

