

**LAKE WALES LIBRARY BOARD  
MINUTES FROM MEETING HELD ON  
WEDNESDAY, MAY 1, 2019**

Members in attendance: Paula Alford, Deborah Solow, and Allison Kapphan

Staff in attendance: Tina Peak, Jennifer D'hollander, Amanda McCallister and Carolyn Perry

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The meeting was opened by Chairman Paula Alford.

**Review of the April Meeting Minutes**

The minutes of the meeting of the Lake Wales Library Board held on April 3, 2019 were reviewed. Allison Kapphan moved and Deborah Solow seconded the motion to approve the minutes as printed. The motion passed.

**Review of March Statistics**

The March statistics for the library, bookmobile and B-Mail were distributed and reviewed. Tina reported that we are halfway through the fiscal year and we are meeting our expectations. There were no questions or comments.

**Revised Policy for Teen Library Volunteers**

The revised policy for teen library volunteers was distributed and discussed. The revision reflects a change in the age for volunteers from a minimum age of 15 to teens enrolled in a high school program. Allison Kapphan moved and Deborah Solow seconded the motion to approve the revised policy. The motion passed.

**Report on Mountain Lake Community Services Grant**

Tina reported that the Friends of the Library applied for a grant from Mountain Lake Community Services in 2017 for \$4000 for the children's collection at the North Library Branch, in addition to funds for other programs, and received \$7500. Because the North Library project is still in the planning stages, the Friends of the Library offered to return the \$4000, and Mountain Lake Community Services indicated they were okay with LWLA holding the \$4000 until it was needed.

This year the Friends of the Library asked Mountain Lake Community Services for a grant of \$5500 and the organization requested that they use the \$4000 granted in 2017 and they would add \$1500 this year to achieve the requested amount of \$5500.

**Report on Polk County Schools and Polk County Library Cooperative Student Library Cards**

Tina reported that she, along with Kara Wiseman and Amanda McCallister, attended a meeting with PCLC Library Directors and Youth Services staff regarding this matter. Tina distributed a draft of the proposed agreement by Polk County Library Cooperative for the student cards. The draft was reviewed and discussed. Tina stated that the Polk County schools are supportive of this project. Gladys Roberts, PCLC Coordinator, is awaiting further communication from the Polk County School Board. The drafted agreement will go to PCLC's Governing Board on May 8<sup>th</sup> for approval.

**Lake Wales Library Association Annual Financial Meeting**

The Lake Wales Library Association recently held its annual financial meeting. Tina submitted a request for \$23,250 for various library needs, programs and projects. The LWLA agreed to provide the library the requested amount.

**Lake Wales History Museum Report**

Jennifer D'hollander, Museum Director, reported that she is working on various grant applications:

- Tourist Development Council (TDC) grant of \$115,000 – for Pioneer Days and Exhibition Series for 2019-2020
- State of Florida grant – request for \$5,000 to \$7,000 is pending
- State of Florida grant – request for \$40,000 is pending – for programming staff and supplies
- Florida Humanities Council – request for \$5,000 is pending for 2019-2020
- Florida Humanities Council – received \$5,000 for 2018-2019 cycle

Jennifer reported that the museum is forming a “Friends of the Museum” to provide fundraising, and to create a membership for the museum. Deborah Solow expressed the importance of “Friends of the Museum” having business experience and experience in fundraising.

Jennifer stated that the RFP for the Museum Master Plan will be included in the FY19-20 budget. She will also request funds in the 5-year CIP to renovate the yellow depot. She would like to make that building a collection center.

A new lift is needed to get people into the freight room. The cost to make it ADA accessible is approximately \$5-\$10,000. Deborah Solow volunteered to help Jennifer find funding for the lift and necessary building modifications.

New museum logos were distributed for consideration. The various logos were discussed. A final decision was not made at this time.

The next meeting is scheduled for Wednesday June 5, 2019 at 4 pm. If you are unable to attend this meeting, please email [cperry@lakewalesfl.gov](mailto:cperry@lakewalesfl.gov).

There was no further business and the meeting was adjourned.

Submitted by

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Carolyn D. Perry, Library Clerk

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Paula Alford, Chairman