SPECIAL LIBRARY DISTRICT ADVISORY BOARD

Lecanto Government Building
3600 W. Sovereign Path
Room 166
Lecanto, FL 34461

AGENDA

April 28, 2026 - 9:00 AM

Justin Strickland
Edith Ramlow
Lorraine Benefield
Robert Bramlete
Rhys Campbell

Lenora Nelson
Terry Morriston
Katie Myers
James Pirotta

NOTICE TO THE PUBLIC

To manage growth and foster prosperity by prioritizing the protection of environmental assets, the development and maintenance of infrastructure, and the health, safety, and well-being of its citizens.

Any person who decides to appeal any decision of the Governing Board with respect to any matter considered at this meeting will need a record of the proceedings and for such purpose may need to provide that a verbatim record of proceeding is made, which record includes testimony and evidence upon which the appeal is to be based. (Section 286.0105, Florida Statutes) Any person requiring reasonable accommodation at this meeting because of a disability or physical impairment should contact the County Administrator's Office, Lecanto Government Bldg., 3600 W. Sovereign Path, Suite 267, Lecanto, FL 34461 (352) 527-5210, If you are hearing or speech impaired, dial 7-1-1, 1-800-955-8771 (TTY) or 1-800-955-8770 (v), via Florida Relay Service at least two days before the meeting.

A. CALL TO ORDER

A.1. Pledge of Allegiance

A.2. Roll Call

A.3. Nomination of Chair and Vice Chair

B. APPROVAL OF MINUTES

B.1. Approval of Minutes - Special Library District Advisory Board Regular Meeting: February 24, 2026.

C. OPEN TO THE PUBLIC

D. SPECIAL ITEMS

E. REPORT OF OFFICERS AND STANDING WORKGROUPS

E.1. BOOKED 2026 Review

F. REGULAR BUSINESS

F.1. Director's Report -- Adam Chang
Directors Report -- Community Needs Assessment **(Adam Chang, Library Director)**

F.2. Library Public Relations & Branch Updates – Taylor Keeran & Sarah Hintze
Library Public Relations & Branch Updates **(Taylor Keeran & Sarah Hintze)**

G. OLD BUSINESS

H. NEW BUSINESS

H.1. BOOKED 2027 Presentation
Authorize the Chair to release funding for the restricted purpose of use on BOOKED fundraiser.

I. BOARD MEMBER UPDATES

J. NEXT MEETING

J.1. Regular Meeting, June 23, 2026, at 9:00 AM, Lecanto Government Building,Room #166, 3600 W Sovereign Path, Lecanto, FL 34461

K. ADJOURN

B.1.

AGENDA MEMORANDUM

FROM:	Adam Chang, Library Services Director
SUBJECT:	Approval of Minutes - Special Library District Advisory Board Regular Meeting: February 24, 2026.
AGENDA DATE:	**April 28, 2026**

BRIEF OVERVIEW:
Approve the minutes from the Special Library District Advisory Board Regular Meeting on February 24, 2026.

STRATEGIC PLANNING ELEMENT:

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expediture	Encumbrances	Available Balance

RECOMMENDED ACTION:
Approve the minutes from the Special Library District Advisory Board Regular Meeting on February 24, 2026.

ATTACHMENTS:
1. LAB Minutes - 02.24.2026

CITRUS COUNTY SPECIAL LIBRARY DISTRICT ADVISORY BOARD

REGULAR MEETING MINUTES • February 24, 2026

LECANTO GOVERNMENT BUILDING, ROOM 166
3600 W. Sovereign Path • Lecanto, FL 34461
Regular Meeting 9:00 AM

Mission Statement: *The mission of the Citrus County Special Library Taxing District Advisory Board is to be a liaison between the citizens of Citrus County and Library Administration; to be an advocate for the Library System to elected officials at all levels, and to ensure quality library services to the*

A. CALL TO ORDER

Meeting was called to order at 9:00 AM.

A.1 Pledge of Allegiance

A.2 Roll Call

A.3 Oath of Office – Newly Appointed and Re-appointed Members

Library Services Director Adam Chang presented the Oath of Office to newly appointed and re-appointed members.

A.4 Nomination of Chair and Vice Chair

Bob Bramlette nominated Justin Strickland for Chair and Edith Ramlow for Vice Chair. Second by Katie Myers. **Motion carried, 7-2.**

Ayes: Bob Bramlette, Katie Myers, Justin Strickland, Edith Ramlow, Lorraine Benefield, Terry Morriston, James Pirotta

Nays: Lenora Nelson, Rhys Campbell

Lab Board Members:

Attendee Name	Title	Status
Justin Strickland	Member/Chair	Present
Edith A. Ramlow	Member/Vice Chair	Present
Lorraine Benefield	Member	Present
Robert (Bob) Bramlette	Member	Present
Rhys Campbell	Member	Present
Terry Morriston	Member	Present
Katie Myers	Member	Present
Lenora Nelson	Member	Present
James Pirotta	Member	Present

Library Staff / Guests:

Attendee Name	Title
Adam Chang	Library System Director / Liaison to LAB
Katlyn Bell	Administrative Assistant II
Taylor Keeran	Public Relations Coordinator
Debbie Reilly	Region Manager
Sarah Hintze	Region Manager

B. <u>APPROVAL OF MINUTES</u>

Minutes from **December 2, 2025,** previously submitted via email.

- *Edith Ramlow presented motion to approve the minutes as distributed. Seconded by Rhys Campbell.* **Motion carried 8-0, with James Pirotta abstaining, due to absence from previous meeting.**

Justin Strickland presented motion to move item H.1. up in the agenda, before the open to the public portion. Second by Lenora Nelson. **Motion approved unanimously.**

C. <u>OPEN TO THE PUBLIC</u>

The following individuals addressed the Library Advisory Board on various issues:

1. *Janet Genova*
2. *Joe Papp*
3. *Rick Matherson*
4. *Dean Bales*
5. *Gil Phelan*
6. *Virgina Owen*
7. *Lala Sanders*
8. *Jennifer Matthews*
9. *Ray Kalovsky*
10. *Janet Borton*
11. *Caleb Vinsonhaler*
12. *Robin Orlandi*
13. *Ray Brown*
14. *Eric Ball*

Following public comments, Chair Justin Strickland provided clarification on the title that was challenged last year. The Advisory Board was tasked with reading and reviewing the book *Here's to Us,* <u>not</u> *Jack of Hearts (and other parts)*. The book *Here's to Us* remained in the Young Adult section, while *Jack of Hearts (and other parts)* was removed during the library's regular weeding process due to low number of checkouts.

Brief discussion ensued regarding the graphic novel collection at CCLS, specifically, Eastern style graphic novels. Several Advisory Board members reiterated the option of submitting material suggestions through the CCLS website. Director Adam Chang was unaware of the difficulties involved with reading these materials online and will look into adding more physical materials in this style as they expand their collection.

Director Adam Chang requested an adjustment to the agenda, moving items F.1 & F.2. up, before D. Special Items.

D. SPECIAL ITEMS

D.1. Youth Services Presentation: Region Manager Sarah Hintze

- Library Services is working to expand Youth Services; full-time Youth Librarian recently added to Floral City
- Discussion ensued regarding low scores for early reading in public schools; Library Advisory Board members expressed appreciation toward CCLS staff for their efforts to improve these numbers

D.2. Upcoming Projects – Building Updates

- Library Services Director Adam Chang discussed current and upcoming projects:
  - Landscaping at all locations is in progress; added barrier at Coastal Region to prevent sand washing away
  - Mulch put in at Lakes Region, for planting to begin in the Spring
  - Exterior of LR will be re-painted
  - In-house changes will take place at Central Ridge Library before full renovation; building is over 30 years old

E. REPORT OF OFFICERS AND STANDING WORKGROUPS

E.1. BOOKED Committee Update

- Bob Bramlette gave an update on the upcoming BOOKED event: February 28, 2026, at Coastal Region Library, 6:00-8:30pm

F. REGULAR BUSINESS

F.1 Directors Report: Library Services Director Adam Chang

- 5-year strategic plan and annual plan of service for fiscal year 2026 was distributed and discussed; e-rate & state aid grants submitted to state for review and approval
- Staffing update: Debbie Reilly – retiring March 6, 2026
- Inter-library loans re-introduced, with minor changes:
  - Checkout limit changed from 5 to 4, and fewer libraries are participating at this time
- Kanopy (streaming platform): package expanded January 7th

- Each month, patrons receive 14 tickets to use toward movies and/or series

F.2 Public Relations Update: PR Coordinator Taylor Keeran

- Taylor shared numbers from email notifications: 688,597 total emails sent; 40% average open rate, 15-25% national average
  - 154,777 Notices
  - 461,082 Newsletters
  - 20,537 Welcome Emails
- Accomplishments:
  - 3,858 auto renewals
  - 35% rise in card renewals (FY 2025)
  - 950 digital cards
- AARP Tax Aide – appointments started February 1st; dates available at all branches and outside locations, (Citrus Springs Memorial Library & Crystal River Moose Lodge), Tues-Saturday
  - 4,800 appointments scheduled last year
- Library displays for April, May and June were distributed
- Summer Reading 2026: *Unearth A Story*
  - Youth Services team is currently in planning stages
- Citrus Reads: *A Case of Murder,* available 2/24-3/10
- *Stars, Stripes & Stories*: Celebrate the 250th Birthday of America! Programming will start in June, and run through July 3rd

G. <u>OLD BUSINESS</u>

G.1. Restricted Access Card – Update Presentation

- 27 cards have been created since December 21st launch

G.2. Community Needs Assessment – Update Presentation

- Library Services worked with consultant group, ReThinking Libraries; this group helped to create a community survey open to all Citrus County residents from December 3rd – January 26th and was completed by 1,831 people: 22% above the goal of 1,500!
- RTL conducted 12 community engagement sessions during week of January 12-16, 2026, with over 150 participants; visual voting also available at all engagement sessions and recent outreach events; this will run through Floral City Strawberry Festival, March 7-8, 2026.
- All data and feedback received will help create master plan for the next 15-20 years.

G. 3. **Evening Meeting – Schedule Update**
- Confirmed date: 8/27/26, 5 PM

H. NEW BUSINESS

H.1. Book Display Discussion
- Rhys Campbell provided clarification regarding his reasoning behind agenda request. Discussion ensued. The majority of Advisory Boad members expressed confusion about "discrimination" concern. Several members noted that they observed a wide range of genres, authors, viewpoints, etc. included in the library displays.
- It was pointed out that this agenda item was presented outside the typical process several Library Advisory Board members follow, which is:
    - Advisory Board members bring concerns to CCLS staff to be resolved at an internal level – if it is determined that the issue is not resolved appropriately, then it can be brought to the Advisory Board for further input and guidance.

Lenora Nelson presented a motion that the Advisory Board move on from this discussion and continue with regular business. Second by Katie Myers.

- *Before opening public comment regarding Lenora's motion, Justin Strickland presented a motion with the following limits: 5 speakers in favor of the motion, and 5 speakers against the motion; timed at 2 minutes for each speaker. Second by Bob Bramlette.* **Motion approved unanimously.**

The following individuals addressed the Library Advisory Board regarding Lenora Nelson's motion:
- **For:** Caleb Vinsonhaler, Janet Borton, Janet Genova, Janet Humdy Morrison, Judith Vowels
- **Against:** Joe Papp, Ray Brown, Ray Kalavsky, Lala Sanders, Gil Phelan

Following public input, Lenora Nelson's motion was voted on. **Motion carried.**

I. BOARD MEMBER UPDATES
- Bob Bramlette – none
- Rhys Campbell – none
- Lenora Nelson – none
- James Pirotta – requested copy of PowerPoint from Taylor
- Edith Ramlow – none
- Lorraine Bennefield – looking forward to BOOKED event

- Katie Myers – told everyone about program at the hospital that is funded through Citrus County Education Foundation which provides each baby born at the hospital with a book and CCLS information
- Terry Morriston – requested copy of PowerPoint as well

J. NEXT MEETING

The next Citrus County Special Library District Advisory Board regular meeting will be held on **April 28, 2026**, at 9:00 AM at Lecanto Government Building, Room 166.

K. ADJOURN

Rhys Campbell motioned to adjourn. Bob Bramlette second. All in favor.

Meeting adjourned at 11:48 AM.

Respectfully submitted: Katlyn Bell, Administrative Assistant II

E.1.

AGENDA MEMORANDUM

FROM:	
SUBJECT:	BOOKED 2026 Review
AGENDA DATE:	**April 28, 2026**

BRIEF OVERVIEW:

STRATEGIC PLANNING ELEMENT:

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expediture	Encumbrances	Available Balance

RECOMMENDED ACTION:

ATTACHMENTS:
None

F.1.

AGENDA MEMORANDUM

FROM:	Adam Chang, Library Services Director
SUBJECT:	Director's Report -- Adam Chang
AGENDA DATE:	**April 28, 2026**

BRIEF OVERVIEW:
Community Needs Assessment

STRATEGIC PLANNING ELEMENT:

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expediture	Encumbrances	Available Balance

RECOMMENDED ACTION:
Directors Report -- Community Needs Assessment **(Adam Chang, Library Director)**

ATTACHMENTS:
None

F.2.

AGENDA MEMORANDUM

FROM:	Katlyn Bell, Senior Secretary
SUBJECT:	Library Public Relations & Branch Updates – Taylor Keeran & Sarah Hintze
AGENDA DATE:	**April 28, 2026**

BRIEF OVERVIEW:
Library Public Relations & Branch Updates – Taylor Keeran & Sarah Hintze

STRATEGIC PLANNING ELEMENT:

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expediture	Encumbrances	Available Balance

RECOMMENDED ACTION:
Library Public Relations & Branch Updates **(Taylor Keeran & Sarah Hintze)**

ATTACHMENTS:
None

AGENDA MEMORANDUM

FROM:	Adam Chang, Library Services Director
SUBJECT:	BOOKED 2027 Presentation
AGENDA DATE:	**April 28, 2026**

BRIEF OVERVIEW:
Requesting $13,000 in funds from Library Foundation for the restricted purpose of use on BOOKED 2027 Fundraiser.

STRATEGIC PLANNING ELEMENT:

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expediture	Encumbrances	Available Balance

RECOMMENDED ACTION:
Authorize the Chair to release funding for the restricted purpose of use on BOOKED fundraiser.

ATTACHMENTS:
1. US Family Foundation Status Report - 12.31.2025

U.S. Family Foundation, Inc.
Citrus County Special Library District Partnership Fund
Statement of Financial Position
As of December 31, 2025

ASSETS		
Investments	$	463,317.35
TOTAL ASSETS	$	463,317.35
NET ASSETS		
Net Assets without Donor Restrictions	$	333,085.04
Change in Net Assets		130,232.31
TOTAL NET ASSETS	$	463,317.35

U.S. Family Foundation, Inc.
Citrus County Special Library District Partnership Fund
Statement of Activities
For the Twelve Months Ended December 31, 2025

Revenue		
Contributions	$	92,907.92
Book investment gain (loss)		29,057.40
Capital gains		17,028.26
Interest and dividends		10,045.48
Total Revenue		149,039.06
Expense		
Donations		13,000.00
Investment advisory fees		1,447.84
Management fee		4,358.91
Total Expense		18,806.75
Change in Net Assets	$	130,232.31

AGENDA MEMORANDUM

FROM:	
SUBJECT:	Regular Meeting, June 23, 2026, at 9:00 AM, Lecanto Government Building,Room #166, 3600 W Sovereign Path, Lecanto, FL 34461
AGENDA DATE:	**April 28, 2026**

BRIEF OVERVIEW:
Regular Meeting, June 23, 2026, at 9:00 AM, Lecanto Government Building,Room #166, 3600 W Sovereign Path, Lecanto, FL 34461

STRATEGIC PLANNING ELEMENT:

BUDGET IMPACT/FUNDING SOURCE:

Account No.	Account Title	Current Budget	YTD Expediture	Encumbrances	Available Balance

RECOMMENDED ACTION:
Regular Meeting, June 23, 2026, at 9:00 AM, Lecanto Government Building,Room #166, 3600 W Sovereign Path, Lecanto, FL 34461

ATTACHMENTS:
None