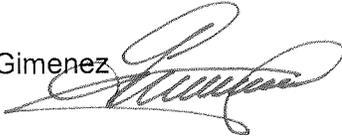


Memorandum



Date: July 1, 2014

To: Honorable Rebeca Sosa, Chairwoman
and Members, Board of County Commissioners

From: Carlos A. Gimenez
Mayor 

Subject: Mayoral Appointment
Interim Director – Miami-Dade Public Library System

As most of you are aware, Miami-Dade Public Library System Director Raymond Santiago will retire effective July 31, 2014. During his 24 years of service with the library system Mr. Santiago has served as an assistant director and as director for the past 16 years. He has a distinguished record of leadership and service to our community that has been recognized locally and nationally. In 2011, the Library System completed a capital program which resulted in the opening of 18 new facilities. In recognition of his accomplishments, the Library Journal named Mr. Santiago the 2003 Librarian of the Year. In 2005, he was the recipient of the Public Library Association's Charlie Robinson Award, honoring his efforts as a risk taker and change agent. In October 2008, the Miami-Dade Public Library System was awarded the National Medal for Library Service from the Institute of Museum and Library Services. I congratulate Mr. Santiago on his outstanding achievements and want to express my appreciation for his vision and dedicated years of service to our County and our community.

During this period of transition for our Library System, it is essential that we ensure strong continuity for the operational, programming and financial objectives that have been set forth through our internal review and in consideration of the work completed earlier this year by the Library Task Force. Consequently, pursuant to the authority vested in me under provisions in Section 2.02C of the Miami-Dade County Home Rule Charter, effective August 1, 2014, I hereby appoint Gia Arbogast to serve as Interim Director for Miami-Dade Public Library System. Ms. Arbogast has had a distinguished 28 year career with the Miami-Dade Public Library System having served in numerous capacities from entry level Librarian to her current position as Assistant Director.

I am confident that Ms. Arbogast has the ability to guide the department successfully through this transitional period. I look forward to having her work closely with my office to move the library forward in a way that continues to respond to the evolving needs of our diverse community.

We are fortunate in our County government to have the experience of dedicated professionals that can help provide this continuity of service.

Ms. Arbogast's resume is attached for your review.

c: Honorable Harvey Ruvin, Clerk of the Courts
Robert A. Cuevas, Jr., County Attorney
Office of the Mayor, Senior Staff
Department Directors

Gia Arbogast

4954 SW 34th Terrace, Fort Lauderdale, FL 33312
Phone: (954) 961-4336 ♦ Email: arbogastg@mdpls.org

Professional Experience:

2012 – Present Assistant Director

Outreach, Communications and Programming
Miami-Dade Library System

- ♦ Responsible for all programming & special events at 49 branches of the Miami-Dade Public Library System.
- ♦ Directs the operation of Mobile Library Services, Services to Special Populations, Literacy programs such as Adult Literacy (Project LEAD), Early Literacy kits to Childcare Centers (Jumpstart) and the YOUmedia Miami program.
- ♦ Oversees fiscal management of unit budgets.
- ♦ Represents the library through liaison with schools, community organizations, and other service agencies.
- ♦ Develops partnerships with civic, private and government agencies.
- ♦ Procures and administers grants.
- ♦ Oversees Library's website and social media presence.
- ♦ Manages all external communications and media relations.
- ♦ Plans, coordinates, and evaluates programs system-wide.
- ♦ Coordinates the international Art of Storytelling International Exchange.

2002 – 2012 Library Operations Administrator

Miami-Dade Library System

- ♦ Directed the operations of branch libraries of varying sizes.
- ♦ Responsible for recruitment and hiring of library staff. Allocated branch personnel throughout the Library System.
- ♦ Conducted procedural and administrative studies and analysis. Recent studies resulted in increased hours of operations at 7 libraries and improved customer satisfaction.
- ♦ Participated in the development of annual business and capital plans and a 5-year strategic plan that governs public service, facilities and programs.
- ♦ Formulated strategies for improved customer service.
- ♦ Attended a variety of government and community meetings, conferences and hearings to present recommendations and acquire information.
- ♦ Contributed to the long range plans for the location and installation of new libraries as well as the renovation of existing facilities.
- ♦ Directed and coordinated all youth services functions for the Miami-Dade Public Library System.

- ◆ Assessed and made recommendations on existing and emerging technologies (wireless, self-check, RFID, WebEx)
- ◆ Participated in the development of the COOP (Continuity of Operations Plan) in compliance with FEMA guidelines.
- ◆ Acts as person in charge in the absence of the Assistant Director of Branch and Youth services.

1993 – 1998 Branch Manager

Northeast Regional Library
Miami Beach Regional Library

- ◆ Trained, supervised and evaluated the performance of 5 satellite branch managers and 27 employees.
- ◆ Handled a materials budget of \$138,000; managed and evaluated collections, programming and public service for regional and satellite facilities.
- ◆ Developed system-wide core competencies for library service and assisted with creating standardized job descriptions.
- ◆ Served as liaison to civic and community groups and to public and private schools.
- ◆ Facilitated collaborative programming with Miami-Dade Public Library System and other community agencies.
- ◆ Facilitated the Library System's migration from GEAC to DYNIX and participated in the RFP process.
- ◆ Created and presented training modules to familiarize staff and patrons with new technologies.

1993 Branch Manager

Little River Library

- ◆ Supervised the complete renovation of the facility; ordered new furniture and monitored its delivery and installation. Maintained oversight for all contractual labor during the renovation process.

1991 – 1993 Assistant Manager

West Kendall Regional Library

- ◆ Directed the operations of a high performance department that circulated over 1,000,000 items per year.
- ◆ Managed a budget of \$250,000.
- ◆ Developed new circulation procedures which resulted in improved customer service.
- ◆ Supervised, trained and mentored a staff of 26, providing counseling and mediation as needed.

1986 – 1991 Young Adult/Children's Librarian
Miami-Dade Public Library System

Achievements:

- ◆ Instituted the Library's first Writer-in-Residence event.
 - ◆ Implemented the YOUmedia Miami program.
 - ◆ Created a system wide early literacy campaign and program.
 - ◆ Developed a successful 5 star customer service campaign for all library employees.
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Education:

1986 MLS	Florida State University, Tallahassee, FL
1981 BA	University of Miami, Coral Gables, FL

Professional Memberships:

ALA American Library Association
SEFLIN Southeast Florida Library Information Network
ALSC Association for Library Service to Children
