

Memorandum



Date: April 1, 2025

To: Honorable Chairman Anthony Rodriguez and Members, Board of County Commissioners Agenda Item No. 1(F)(1)

From: Daniella Levine Cava *Daniella Levine Cava*
Mayor

Subject: Sunset Review of County Boards – Miami-Dade County Public Library Advisory Board

In accordance with the provisions of Section 2-11.40 of the Code of Miami Dade County, I am transmitting the 2025 Sunset Review of County Boards Report for the Miami-Dade County Public Library Advisory Board (Library Advisory Board). The Library Advisory Board approved the attached report at its meeting on January 27, 2025, and has recommended its continuation.

A handwritten signature in black ink, appearing to read "Cathy Burgos", written over a horizontal line.

Cathy Burgos, LCSW
Chief Community Services Officer

Memorandum



Date: February 5, 2025

To: Daniella Levine Cava
Mayor

From: Barbara Herskowitz *Barbara Herskowitz*
Chairperson, Library Advisory Board

Subject: Sunset Review of County Boards for FY 2025 – Library Advisory Board

Pursuant to Section 2-11.40 of the Code of Miami Dade County, I am submitting the 2024 Sunset Review of County Boards Report for the Library Advisory Board (Library Board) or transmittal to the Board of County Commissioners (BCC). The Library Board approved the attached report at its meeting of January 27, 2025.

It is recommended that the BCC approve the continuation of the Library Advisory Board.

BACKGROUND

The Library Board was created July 2, 1963, and the purpose of the Board is to provide a feasible, adequate public library system for this entire Metropolitan area in cooperation with all other governmental entities, and will be in a position to furnish information, advice and counsel to the Board of County Commissioners.

The Library Advisory Board continues to function in this regard.

**SUNSET REVIEW QUESTIONNAIRE
MIAMI-DADE COUNTY BOARDS
2025**

I. GENERAL INFORMATION

1. Name of Board reporting:

Miami-Dade Library Advisory Board

2. Indicate number of board members, terms of office, and number of vacancies:

Number of Board Members: 7

Terms of Office: 3 Year Term/See Attachment #1

Number of Vacancies: 4

3. Identify number of meetings and members' attendance

(Attach records reflecting activity from **January 1, 2023, through December 31, 2024**):

Number of Meetings: 4

Number of Meetings with a Quorum: 4

Attendance Records: See Attachment # 2

4. What is the source of your funding?

There is not a dedicated operating budget for the Board. Costs of staff time, meeting supplies, etc., associated with supporting the Board are absorbed in the Library operating budget.

5. Date of Board Creation:

July 2, 1963

6. Attach a copy of the ordinance creating the Board. Please include all subsequent amendments.

See Attachment # 3

7. Include the Board's Mission Statement or state its purpose:

See Attachment # 4

8. Attach the Board's standard operating procedures, if any.

See Attachment # 5

9. Attach a copy of the Board's By-Laws, if any.

See Attachment # 6

10. Attach a copy of the Board minutes approving the Sunset Review Questionnaire, including a vote of the membership.

See Attachment # 7

II. EVALUATION CRITERIA

1. Is the Board serving the purpose for which it was created? Please provide detailed information.

Yes, According to the County Code, the Library Advisory Board is “dedicated to the purposes of providing a feasible, adequate public library system for this entire Metropolitan area in cooperation with all other governmental entities, and will be in a position to furnish information, advice and counsel to the Board of County Commissioners.” The Library Advisory Board continues to serve this purpose.

2. Is the Board serving current community needs? (Please provide detailed information)

The Library Advisory Board has continued to successfully provide advice and guidance to the Board of County Commissioners on the delivery of library services throughout Miami-Dade County, serving as advocates in support of funding, programs, and services that meet the needs of the community.

3. What are the Board’s major accomplishments?
 - a. Last 24 months

Below are highlights of the major accomplishments that the Library Advisory Board has been a part of, or played a role in, over the last two years:

January 2022 through December 2024:

- The Board held thoughtful discussions related to the purpose of the Library Board to determine its responsibilities and any need for amending the existing Ordinance.
- The Board closely monitored the Library Budget, as well as the State Legislative process, staying involved to ensure the funding needs for the library are being met. Board members attended, and participated in, multiple library events, including the Doral Branch Library groundbreaking, Local Author Book Fairs, Girl Scouts of Tropical Florida Girl Scout Patch unveiling, Poet Laurent event with Richard Blanco, and various National Library Week events.
- The Board continued to coordinate with the Friends of the Miami-Dade Public Library in funding and advocacy efforts for the benefit of the Library.

- b. Since established – previously reported

4. Is there any other board, either public or private, which would better serve the function of this board?

No

5. Should the ordinance creating the Board be amended to better enable the Board to serve the purpose for which it was created? (If “Yes”, attach proposed changes)

The Library Advisory Board has discussed this issue on various occasions, ultimately determining that no amendments to the Board Ordinance are needed and the Board is serving the purposes for which it was created.

6. Should the Board’s membership requirements be modified?

Membership requirements and qualifications are well-defined and produce candidates that align well with the Board's purpose.

7. What is the operating cost of the Board, both direct and indirect?

There were no direct costs to Miami-Dade Public Library System during these reporting years.

8. Describe the Board's performance measures developed to determine its own effectiveness in achieving its stated goals.

N/A

MIAMI-DADE COUNTY PUBLIC LIBRARY ADVISORY BOARD

			<u>Term Expires</u>
Herskowitz, Barbara S. (Chair) 4345 Jefferson Avenue Miami Beach, FL 33140	(City of Miami Beach)	305-788-8989 e-mail: yalemiami@aol.com	02/04/28
Cuevas, Roger C. (Vice-Chair) 12353 SW 104 Lane Miami, FL 33186	(Miami-Dade County)	305-596-0333 786-393-4706 e-mail: rogerc236@aol.com	02/04/28
Gudaitis, Christine A. 2155 Washington Ct. #603 Miami Beach, FL 33139	(City of Miami Beach)	305-431-4397 (H) 305-577-3996 (W) e-mail: cgudaitis@vpm-legal.com	02/04/28
Gordon, Andrew 269 Cranwood Drive Key Biscayne, FL 33149	(Miami-Dade County)	305-992-2076 (C) email: agordon9@gmail.com	02/04/28
Martinez, Elizabeth K. 11940 NE 5 th Avenue Biscayne Park, FL 33161	(Miami-Dade County)	305-458-5848 (M) e-mail: eeamartinez@hotmail.com	02/04/28
George, Dr. Paul S. 1345 SW 14 Street Miami, FL 33145	(Miami-Dade County)	305-206-4025 (C) email: miamihistorian@gmail.com	02/04/28
Gutierrez, Jorge R. 2000 Towerside Terr., Unit 507 Miami, FL 33138	(Miami-Dade County)	954-673-6100 (C) 305-358-5100 ex. 101 (O) email: jorge.gutierrez@gbbpl.com	02/04/28
VACANCY (Prvs. Acosta)	(City of Miami)		
VACANCY (Prvs. Kirwin) (Resigned Jan. 2019)	(City of Miami)		
VACANCY – (Prvs. Moore Parks) (May 10, 2020)	(City of Miami)		
VACANCY – (Prvs. McGee) (June 21, 2022)	(Miami-Dade County)		

ATTENDANCE AT MEETINGS - 2023

Board Member	Meeting Dates		
	3/6	7/31	10/30
Herskowitz, Barbara S. (Chair)	A	Cancelled	P
Cuevas, Roger C. (Vice-Chair)	P	Quorum Not Met	P
Gudaitis, Christine A.	P		P
Gordon, Andrew	P		P
Martinez, Elizabeth K.	P		P
George, Dr. Paul S	P		A
Gutierrez, Jorge	P		P
<hr/>			
Members Present	6	7	6
Members Absent	1	0	1
<hr/>			
P – indicates Board member present			
A – indicates Board member absent			

ATTENDANCE AT MEETINGS - 2024

Board Member	Meeting Dates	
	1/22	9/16
Herskowitz, Barbara S. (Chair)	P	A
Cuevas, Roger C. (Vice-Chair)	A	P
Gudaitis, Christine A.	P	P
Gordon, Andrew	A	P
Martinez, Elizabeth K.	P	P
George, Dr. Paul S	A	P
Gutierrez, Jorge	P	A
<hr/> <hr/>		
Members Present	4	5
Members Absent	3	2
<hr/> <hr/>		
P – indicates Board member present		
A – indicates Board member absent		

DADE COUNTY CODE

§ 2-192

ARTICLE XXII. PUBLIC LIBRARY ADVISORY BOARD*

*Editor's note—This article is derived from Ord. No. 63-27, adopted on July 2, 1963. Section 10 of said ordinance declared it to be the intention of the County Commission that the provisions of the ordinance, including the recitations contained in the "whereas" clauses, become a part of this Code of Ordinances. The "whereas" clauses read as follows:

"WHEREAS, it is recognized that the establishment, maintenance and administration of adequate Public Library facilities to which the general public has free access as places of resort to seek quiet study, educational pursuits and enjoyment constitute joint functions and responsibilities of the State, County and municipal government; and

"WHEREAS, it is apparent that increased and expanded Public Library facilities and services, and the coordination of existing Public Library facilities and services, are urgently required in order to meet the needs of the ever increasing population of this metropolitan area. This may be accomplished only by appropriate planning based upon accurate factual data and information and sound financial feasibility; and

"WHEREAS, the planning and accomplishment of a sound, feasible and adequate Public Library system for the use and benefit of all the residents and visitors of this metropolitan area constitutes a governmental function or service that is susceptible to, and may be most effectively performed, under a uniform plan and program applicable to and embracing this entire metropolitan area; and

"WHEREAS, the general laws of the State of Florida grant to the Boards of County Commissioners of the several counties the permissive power to establish, operate and maintain free public libraries, and prescribe the methods and procedures by which such power shall be exercised. The general laws further authorize certain types of grants of financial assistance to counties meeting regulations established by the State Library Board. The general laws also grant to the governing bodies of municipalities the power and authority to establish, maintain and operate public libraries in accordance with the prescribed statutory procedures. The Home Rule Charter of Government for Dade County, Florida, empowers the Board of County Commissioners to provide libraries and other cultural facilities and programs, to create by ordinance such Boards as may be deemed necessary, and to carry on a central metropolitan government and perform such acts as may be required in the common interest of the people; and

"WHEREAS, the coordinating and responsibility of the applicable and controlling requirements of law, the coordinate and feasible utilization of existing facilities and services, and the appropriate planning for additional facilities and services, relating to public libraries, may be best accomplished through the medium of an advisory Board composed of outstanding qualified citizens.

"NOW, THEREFORE BE IT ORDAINED BY THE BOARD OF COUNTY COMMISSIONERS OF DADE COUNTY, FLORIDA:"

Sec. 2-192. Short title.

This article shall be known and may be cited as the "Metropolitan Dade County Public Library Advisory Board Ordinance".
(Ord. No. 63-27, § 1, 7-2-63)

Sec. 2-193. Declaration of legislative intent.

It is the purpose and intent of the Board of County Commissioners, in enacting this article under and pursuant to the provisions of Section 4.08 of the Home Rule Charter, to create and establish an Advisory Board of official status composed of outstanding citizens with representative interests and geographical distribution, who are dedicated to the purposes of providing a feasible, adequate Public Library system for this entire metropolitan area in cooperation with all other governmental entities, and that will be in a position to furnish information, advice and counsel to the Board of County Commissioners in respect to the appropriate means and methods by which adequate Public Library facilities and services may be provided within the framework of the County government on a sound financial basis

for the use and benefit of all residents and visitors of this metropolitan area, and to work towards the development and implementation of sound programs for public libraries through the mutual cooperation between the State, County and municipal governments and agencies and coordination with non-governmental organizations interested in library facilities and services. This article shall not be construed as delegating to such advisory board or its members any power or authority of a governmental, legislative or administrative nature, but as the establishment of an official instrumentality by which the Board of County Commissioners may obtain the benefit of accurate, comprehensive information, advice and counsel concerning all matters relating to public libraries and other cultural facilities and programs which may be necessary for appropriate action by the Board of County Commissioners.
(Ord. No. 63-27, § 2, 7-2-63)

FLORIDA COLLECTION
MIAMI-DADE PUBLIC LIBRARY
101 WEST FLAGLER STREET
MIAMI, FL. 33130-1623

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Sec. 2-194. Creation of Advisory Board.

There is hereby created and established in Dade County, Florida, an Advisory Board to be known as the Metropolitan Dade County Public Library Advisory Board.
(Ord. No. 63-27, § 3, 7-2-63)

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Supp. No. 17

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Miami-Dade County Public Library Advisory Board

Mission Statement

The Mission of the Library Advisory Board of the Miami-Dade Public Library System is to furnish information, advice and counsel to the Mayor and Board of County Commissioners of Miami-Dade County with respect to the appropriate means and methods by which adequate public library facilities and services may be provided on a sound financial basis for the use and benefit of all residents within the Library System's taxing district.

Sec. 2-195. Membership; vacancies; qualifications; term.

(A) *Membership.* The Metropolitan Dade County Public Library Advisory Board shall consist of eleven (11) members appointed by the County Commission. Eight (8) members shall be residents of the Library Taxing District and three (3) members shall be residents of the City of Miami and members of the City of Miami's Library Board.

(B) *Vacancy.* Vacancies from among the aforesaid three (3) members who are residents of the City of Miami shall be filled as follows:

- (1) The Board shall submit a list of three (3) candidates to the City Commission.
- (2) The City Commission shall select one (1) of the candidates to submit to the County Commission; however, in the event that none of the three (3) candidates suggested meet with City Commission approval, the Board shall submit three (3) different names to the City Commission for its consideration.
- (3) The County Commission shall appoint the suggested candidate to the Board; however, in the event that the candidate suggested does not meet with County Commission approval, the City Commission shall either submit one (1) of the remaining candidates to the County Commission or request three (3) different names from the Board.

This process shall continue until a replacement has been appointed.

(C) *Qualifications.* Each member shall be a qualified elector of Dade County, and shall possess a reputation for civic pride, integrity, responsibility, and business or professional ability, and shall have demonstrated an active interest in Public Library facilities and services. As far as practicable, the membership of the Board shall be representative of the various interests of this metropolitan area in respect to geographic and economic factors.

(D) *Terms.* The term of office of the membership shall be one (1) year for three (3) members, two (2) years for three (3) members and three (3) years for three (3) members; and effective October 1, 1986, the Board of County Commissioners shall appoint the tenth member to a two (2) year term

and the eleventh member to a three (3) year term with appointments thereafter to be for a term of three (3) years for each of the eleven (11) members. Appointments to fill any vacancy on the Board shall be for the remainder of the unexpired term of office. Terms of office of members of the Board appointed by the Board of County Commissioners, which would normally expire on or between the dates of January 1 through June 30, or July 1 through December 31 of the termination year, shall be deemed ended and expired as of March 31 or September 30 thereof respectively; and the position thereon vacated may be refilled by the Board of County Commissioners. Prior to October 1, 1989, the Board of County Commissioners shall review the composition of the Public Library Advisory Board.

(Ord. No. 63-27, § 4, 7-2-63; Ord. No. 63-29, § 1, 7-16-63; Ord. No. 64-39, § 5, 9-1-64; Ord. No. 71-78, § 1, 9-22-71; Ord. No. 73-20, § 1, 3-8-73; Ord. No. 77-31, § 1, 11-15-77; Ord. No. 86-65, § 1, 9-16-86; Ord. No. 86-84, § 1, 10-28-86)

Sec. 2-196. Removal of members.

Any member of the Board who ceases to be a qualified elector of Dade County shall immediately forfeit his office. Should a vacancy result from such forfeiture or should any member of this Board fail to attend three (3) consecutive meetings of the Board without due cause, the Chairman of the Board shall certify the same to the County Commission, who shall fill the vacancy created thereby by appointment. Any member of the Board may be removed from office without cause by two-thirds vote of the entire membership of the County Commission.

(Ord. No. 63-27, § 5, 7-2-63; Ord. No. 67-15, § 4, 3-7-67)

Sec. 2-197. Organization of Board; quorum; meetings; clerical personnel.

The members of the Board, or a majority thereof, shall select a Chairman and such other officers as may be deemed necessary or desirable, who shall serve at the will of the Board. A majority vote of the entire membership of the Board shall be necessary to take any action. A majority of the members of the Board shall constitute a quorum necessary to hold a meeting or take any action. The

Chairman may call meetings of the Board, and meetings may be called by written notice signed by four (4) members of the Board, and the Board at any meeting may fix and call a meeting for a future date. Minutes shall be kept of all meetings of the Board. All meetings shall be public. The County Manager shall provide adequate and competent clerical and administrative personnel as may be reasonably required by the Board for the proper performance of its duties and functions, subject to budget limitations as fixed by the County Commission.

(Ord. No. 63-27, § 6, 7-2-63; Ord. No. 63-34, § 1, 8-27-63; Ord. No. 64-39, § 6, 9-1-64; Ord. No. 71-78, § 2, 9-22-71)

Sec. 2-198. Compensation; expenses.

Members of the Public Library Advisory Board shall serve without compensation, salary or remuneration of any nature, but the County Commission may provide in the annual County budget sufficient funds for the reasonable and necessary expenses incurred by the Board in performance of its duties and functions prescribed by the provisions of this article.

(Ord. No. 63-27, § 7, 7-2-63)

Sec. 2-199. Duties and functions.

The Public Library Advisory Board shall have the following duties, functions and responsibilities:

- (a) To serve in an advisory capacity to the County Commission in respect to all matters pertaining to Public Library and other cultural facilities, and to make periodic reports and recommendations in respect to such matters.
- (b) To make a continuing study of all existing Public Library facilities and services in this metropolitan area, and the future needs of this community in respect to Public Library facilities and services.
- (c) To formulate plans and programs for the coordination of the activities of all governmental entities, and nongovernmental agencies, relating to Library facilities and services.

- (d) To formulate comprehensive, feasible plans and programs for providing adequate Public Library facilities and services necessary to fulfill the present and future needs of this metropolitan area.
- (e) To devise means and methods by which existing and future Library facilities and services may be improved and more fully utilized to provide better service and availability to the general public.
- (f) To make a continuing study and periodic reports and recommendations for a sound, feasible program for financing the costs of improving existing Library facilities and services and providing additional Public Library facilities and services.
- (g) To review all laws, regulations and requirements governing Public Libraries and make recommendations concerning appropriate actions that may be taken to achieve the objectives of providing adequate Public Library facilities and services for this metropolitan area, and to devise programs by which financial assistance from other governmental entities may be utilized to the fullest extent.
- (h) To perform and carry out such other duties and functions of an advisory nature as may be assigned to the Board by the County Commission.

(Ord. No. 63-27, § 8, 7-2-63)

Sec. 2-200. Limitation on powers of Board.

The Public Library Advisory Board shall have no power or authority to commit the County Government to any policies or to incur any financial obligation or to create any liability on the part of the County. No actions or recommendations of this Board shall be binding upon the County until approved or adopted by the County Commission. This Board shall not infringe upon any of the powers granted by law to any other duly constituted Board relating to matters involving Public Library facilities and services.

(Ord. No. 63-27, § 9, 7-2-63)

Secs. 2-201-2-203. Reserved.

BY-LAWS

MIAMI-DADE COUNTY PUBLIC LIBRARY ADVISORY BOARD

ARTICLE I. MEETINGS

The meetings of the Miami-Dade County Public Library Advisory Board shall be held at least quarterly, September through May.

Special meetings may be called by the Chairperson, or upon the written request of six members for the transaction of business stated in the call for the meeting, and the Library Advisory Board at any meeting may fix and call a meeting for a future date.

Notices of all regular and special meetings shall be provided to all members at least four days before the meeting.

ARTICLE II. OFFICERS

Officers of the Library Advisory Board shall be elected to serve a two year term and shall be as follows: Chairperson, and Vice-Chairperson. In the event a vacancy occurs in these offices, a replacement may be named at any regular or special meeting. No officer shall serve more than two consecutive full terms.

The Chairperson of the Library Advisory Board shall preside at all meetings, appoint all committees, authorize calls for any special meetings, and generally perform the duties of a presiding officer. In the absence of the Chairperson from a Library Advisory Board meeting, the Vice-Chairperson shall preside.

ARTICLE III. COMMITTEES

Special committees for the study and investigation of special problems may be appointed by the Chairperson, such committees to serve until the completion of the work for which they were appointed. There shall be a standing Nominating Committee, chaired by the Vice-Chairperson, and a Strategic Planning Committee, each of which shall report to the Library Advisory Board its recommendations for forwarding to the County Commission and the Mayor.

ARTICLE IV. QUORUM

A quorum for the transaction of business shall consist of a majority of the board.

ARTICLE V. THE DIRECTOR

The Director shall be an ex-officio member of the Library Advisory Board and shall have charge of preparing the agenda for Library Advisory Board meetings subject to the inclusion of any items that individual Library Advisory Board members request to be brought to the attention of the entire Library Advisory Board. The Director shall attend all Library Advisory Board meetings except those at which his or her duties are to be discussed.

ARTICLE VI. MEMBERSHIP

The Nominating Committee shall forward a list of two (2) candidates for each Library Advisory Board position to become vacant. It is the objective of the Library Advisory Board to make reasonable efforts to accommodate in its membership the geographic and ethnic make-up of the community. The immediate past Chairperson of the Library Advisory Board may serve as a non-voting member once their term has expired. The Library Advisory Board shall approve the Committee recommendation or substitute names for nomination and forward these to the Board of County Commission. No member of the Library Advisory Board shall be renominated if their unexcused absences have exceeded 50% during the existing term of office.

ARTICLE VII. AMENDMENTS

These by-laws may be amended at any regular meeting of the Library Advisory Board by a 2/3 majority vote, provided the amendment was stated in the call for the meeting.

Amended by the Library Advisory Board, January 20, 2011

MIAMI-DADE PUBLIC LIBRARY ADVISORY BOARD
MEETING MINUTES
January 27, 2025

On January 27, 2025, the Library Advisory Board met on the 3rd Floor – Director’s Conference room at our Main Library at 101 West Flagler Street at 12:30 p.m.

Attendees were as follows:

Library Board Members Present:

Barbara S. Herskowitz
Roger C. Cuevas
Andrew Gordon
Christine A. Gudaitis
Dr. Paul S. George
Jorge R. Gutierrez

Library Board Members Absent:

Elizabeth Martinez

County Staff Present: Lydia Lopez, Assistant Director, Miami-Dade Public Library System
Melanie Spencer, Assistant County Attorney, Miami-Dade County
Veronica Alvarez, Miami-Dade Public Library System

Approval of Minutes – Agenda Item III

Vice-Chairman, Roger Cuevas, made a motion to approve the Library Board minutes from September 16, 2024. The motion was seconded by Board Member Andrew Gordon and unanimously approved by all members present, with no further discussion or changes.

Approval of Biannual Sunset Review of the County Boards Report – Agenda Item IV

Chairwoman Barbara Herskowitz introduced this item. Assistant Director Lydia Lopez informed the Board that the meeting agenda packet included the documents that will be submitted to the County Commission as part of the sunset review of County boards that occurs every two years. These include a memo from Chairwoman Herskowitz addressed to Mayor Daniella Levine Cava, which will be transmitted for signature along with the minutes from this meeting. The goal is to have this submitted to the Board of County Commissioners for approval by March or April of this year. Ms. Lopez asked everyone to review the materials and reach out to us with any questions.

Vice-Chairman Roger Cuevas inquired whether this Board, like others, requires an odd number of active members. Miami-Dade County Assistant Attorney Melanie Spencer replied that she was unsure if the ordinances specifically mandated an odd number. She noted, however, that there are currently seven active members, and if the four vacancies are filled, the Board would then have 11 members.

Chairwoman Barbara Herskowitz requested approval of this item.

Board Member Andrew Gordon shared that he has tried several times to recruit new members to the Board but has found it difficult due to the current protocols. He explained that the process requires submitting three names, from which the Board of County Commissioners selects just one. This guarantees that at least two prospective board members will be denied. He suggested that the current process contributes to the Board’s difficulty in effectively representing the community. He proposed considering a system where individuals are recruited one at a time instead.

Assistant Director Lopez responded that, of the four current vacancies, there are specific residency requirements — one for a Miami-Dade County resident and three for City of Miami residents. She acknowledged that this system makes recruiting new members challenging. Miami-Dade County Assistant Attorney Melanie Spencer clarified that, in this case, amending the ordinance and presenting it to the Board of County Commissioners for review and approval would be the mechanism to amend the Ordinance.

Ms. Lopez noted that this information would be shared with Director Baker. Mr. Gordon emphasized that this change could lead to better overall membership and board effectiveness. In support of this, Vice-Chairman Roger Cuevas pointed out that the requirement to disclose financial information may also be a deterrent for some potential recruits.

Board Member Andrew Gordon then asked if completing financial forms for another county board would still require submission of forms for this Board. Assistant Director Lopez responded that it would likely require multiple forms, as the Board's information needs to be listed separately. Ms. Spencer confirmed that multiple forms would indeed be necessary.

Chairwoman Barbara Herskowitz made a motion to approve the item. Vice-Chairman Roger Cuevas seconded the motion, and it was unanimously approved by all members.

Update on Annual Financial Disclosure Forms for Board Members – Agenda Item V

Assistant Director Lopez informed all members that the annual Source of Income statement was included in the meeting agenda packet, specifically on pages 20 to 21. She asked everyone to review the document and let her know if there were any questions.

Chairwoman Barbara Herskowitz asked when the Source of Income statements were due. Ms. Alvarez replied that they were due by July 1st. Chairwoman Herskowitz then asked if the statements were being provided ahead of time, to which Ms. Lopez confirmed affirmatively.

Director's Updates – Agenda Item VI

Assistant Director Lydia Lopez informed the Board that she would be presenting the Director's Report on behalf of Director Baker. The Director's Report was included in the meeting agenda packet and is incorporated into the minutes for reference. Ms. Lopez encouraged members to review the full report and invited any questions or discussions. She then highlighted some key items from the report as follows:

Reappointment of Members of the Library Advisory Board

Ms. Lopez stated that it is anticipated that the item to reappoint all current members of the Library Advisory Board, would be considered at the Board of County Commissioners meeting on February 4, 2025.

FY 2025-26 Budget

Assistant Director Lopez stated that work has already begun on the FY 2025-2026 Budget. She noted that while we expect the tax roll to increase, as in previous years, the introduction of new Constitutional offices may impact the budget cycle. She mentioned that we should be able to provide a more detailed update by the summer.

Miami-Dade County Public Schools

Assistant Director Lopez shared the following updates regarding collaborations between Miami-Dade County Public Schools and the Library. She added that more information on both items will be provided in the future. The school system is interested in the possibility of school IDs also

being compatible with Library cards enabling students to interface with the Library more easily. They have also approached us regarding the possibility of some school sites serving as libraries. Vice-Chairman Roger Cuevas acknowledged that this would be an excellent initiative.

Capital Projects Update

Assistant Director Lopez went over each of the capital projects listed in the agenda packet, noting that the capital team has been very busy working on all the projects noted in the Director's written update. She mentioned that photos of all these projects are included in the meeting agenda packet on pages 22 to 31.

Upcoming Events

Assistant Director Lopez went through upcoming events listed in the meeting agenda packet, encouraging members to participate. She highlighted this past weekend's Local Author Fair at the Main Library and noted the flyer included in the meeting packet on Page 38 for an upcoming Friends of the Library author event.

Chairwoman Barbara Herskowitz mentioned that she had seen International Reading Day advertised at another library and asked if we did the same. Ms. Lopez responded that the Library advertises several days, and International Reading Day may likely be one of them that the Marketing Team will feature on social media. She assured her that we would make sure to add it to the list.

Chairwoman Herskowitz then inquired about the possibility of resuming Library Advisory Board meetings at different library branch locations. Assistant Director Lopez confirmed that this could be done if it was the Board's preference. Board members Andrew Gordon and Christine Gudaitis both expressed a preference for holding meetings at the Main Library, while Board member Jorge Gutierrez indicated he would prefer to visit other locations. Considering that the Board typically holds four meetings per year, Ms. Lopez suggested alternating locations, with a couple of meetings at the Main Library and a couple at other branches. Chairwoman Herskowitz expressed enthusiasm for visiting other libraries and mentioned that the Coral Gables Branch Library was particularly beautiful. Vice-Chair Roger Cuevas agreed that the traffic and parking issues at the Main Library made it a good idea to hold meetings at other locations. He also noted that visiting different branches would help show staff at those locations that the Board exists, reinforcing the support and advocacy for the Library. Chairwoman Herskowitz suggested choosing locations that are more central, rather than those in the North or South.

Board Member Andrew Gordon asked how long the Library had been waiting for FPL to activate the solar project at the South Dade Regional Library. He inquired if it had been a long delay. Ms. Lopez replied that it hadn't been too long, but it was just part of the process. She mentioned that our first venture into solar projects was at the North Dade Regional Library, and she expected this one to move a little faster. Mr. Gordon expressed concern about whether FPL might be resistant to these types of projects. Ms. Lopez acknowledged his concern and stated she would follow up with an exact timeline.

Board Member Dr. Paul George commented that these projects were phenomenal and must place the Library among the top in the country.

Board Member Andrew Gordon inquired if the Library could acquire a copy of the documentary "*Instruments of Change*" about Ruth Greenfield to add to the collection. He emphasized that she was of local significance, noting that the auditorium at Miami Dade College's Wolfson Campus was named in her honor. Board Member Dr. Paul George added that Ruth Greenfield was not

only a music prodigy but also a civil rights leader who played a key role in revitalizing a struggling downtown area.

Board Member Andrew Gordon then asked if the Library offers Mango Languages. Ms. Lopez confirmed that we did and walked him through the process of accessing the service.

Chairwoman Barbara Herskowitz expressed her desire to see improvements made to the Miami-Dade Public Library System's app, noting that it hasn't improved and feels lacking. Assistant Director Lopez offered to review her suggestions after the meeting.

Board Member Updates/Comments

Assistant Director Lopez asked if anyone had any announcements or questions.

Board Member Jorge Gutierrez asked if there was someone specific to contact regarding a nomination for the Board. Ms. Lopez responded that they should share the information with Director Baker.

Board Member Andrew Gordon asked for clarification on whether there were any specific geographic areas within the City of Miami required for the three vacancies where the member must be a City of Miami resident.

Board Member Dr. Paul George remarked that he didn't realize there were such specific limitations for Board membership. Vice-Chairman Roger Cuevas explained that these requirements have been in place since 1963, when the ordinance was adopted. Ms. Spencer noted that this issue has come up before, and it makes recruitment difficult, but any changes would require an amendment to the ordinance.

Vice-Chairman Cuevas gave an example, sharing a conversation he had with Director Baker about former Board Member Robert McGhee, where they discussed the importance of including individuals with disabilities. He stressed that making such changes would better represent the entire community the Library serves. Ms. Lopez agreed that the resident requirements are unusual and noted that, in addition to the City of Miami residents, there are two positions currently filled by City of Miami Beach residents.

Vice-Chairman Roger Cuevas mentioned that in other boards he serves on within the County, there are ex officio positions that represent specific segments of services, such as the colleges. He asked if this was included in the Library's by-laws and if it might be something worth considering. These ex-officio positions would be non-voting members, but they could serve as a bridge to certain entities. Dr. Paul George acknowledged that it was a great idea but raised the question of whether someone would be interested in a role where they do not have voting power. Mr. Cuevas responded that he had served as an ex officio representing Mr. Paul Bell and initially didn't want to be a member. However, he realized the importance of the role, as it created a link between the community and the entity being represented. He expressed appreciation for the actions taken by Director Baker, which have been fostering more partnerships. Mr. Cuevas then rhetorically asked what the current community needs were and emphasized that the Library's resources should be used to create a synergistic approach to solving issues.

Dr. Paul George emphasized that the Library is one of the largest systems in the country. Ms. Lopez confirmed that the Library will soon have 51 locations with the addition of the upcoming Chuck Pezoldt branch.

Chairwoman Barbara Herskowitz presented a handout with proposed dates for the next meeting. She confirmed that April 21, 2025, would not work for her but would get back to the group regarding the other two proposed dates. Ms. Lopez mentioned that Ms. Alvarez would send out a meeting invite for the next session.

County Attorney Melanie Spencer explained that if the members wanted to review the ordinances, they were included in the meeting agenda packet. She also noted that members could go online, search for Miami-Dade County ordinances, and enter the ordinance number listed in the packet (2-195) to view the current version. Board Member Andrew Gordon asked for clarification of what needed to be done for any changes. Ms. Spencer reiterated that any amendments would need to be presented to the Board of County Commissioners for approval. Ms. Lopez added that if any changes were needed for the cities, those would also need to be reviewed by their respective Boards.

Board Member Christine Gudaitis asked if there were any issues with the Miami-Dade Public Library System's app over the weekend, as she had noticed a blank screen. However, she mentioned that it seemed to be working now. Ms. Lopez responded that she hadn't seen any customer service emails mentioning issues with the app, and Ms. Alvarez agreed. Ms. Lopez added that we were also not aware of anything that may have been scheduled that may have caused the issue.

Assistant Director Lopez updated everyone on the success of the 50th anniversary party for the Friends of the Library, which was held in November 2024 at the Coral Gables Branch Library. The event raised over \$100,000 to support the Homework Help & Tutoring Program. She mentioned that they are looking forward to repeating the event this year, possibly in October or November.

Adjournment

Since there was no further business, a motion to adjourn was made. The motion was moved by Board Member Dr. Paul George, seconded by Board Member Andrew Gordon, and subsequently passed unanimously. The meeting adjourned at 1:17 pm.

Veronica Alvarez / Secretary to the Board