



LIBRARIES DIVISION – DIRECTOR’S OFFICE

100 S Andrews Avenue • Fort Lauderdale, Florida 33301 • 954-357-7377 • FAX 954-357-7843

BROWARD COUNTY LIBRARY ADVISORY BOARD AGENDA

Tuesday, September 8, 2026 – 6:00 p.m.

Main Library – 6th Floor Bienes Museum Conference Room
100 South Andrews Avenue
Fort Lauderdale, FL 33301

CALL TO ORDER

- I. Minutes of Meeting:** May 12, 2026
- II. Library Director’s Report**
 - a. **Overview Recommended Budget** – Elsie Lewin – Business Manager
- III. Old Business**
 - a. **Friends of the Library Report**
 - b. **Broward Public Library Foundation Report**
- IV. New Business**
 - a. **Board Member News and Recommendations**
- V. Next Advisory Board Meeting:** November 10, 2026
- VI. Adjournment**

If you have any questions or concerns, please contact Melissa Pozo at (954) 357-7514.

Broward County Library Advisory Board
Sunshine Meeting Minutes
Tuesday, May 12, 2026 – 6:00 p.m.
Main Library – Bienes Conference Room -6th Floor
100 South Andrews Avenue, Fort Lauderdale, FL 33301

Call to Order:

- Chair Phyllis Scott called the meeting to order at 6:05pm.

Roll Call:

- **Present:** Arlene Connelly; Ertha Renee Posey; Hannah Hostyk; Alison Rials; Phyllis Scott.
- **Absent:** Cindy Baldwin; Sharon Lal-Paulhus
- **Conference Telephone:**
- **Removed:**
- **Resigned:** Sharon Lal-Paulhus
- **Excused:** Karen Smith
- **New Appointees:**
- **Quorum:** Yes
- **Library Staff:** James Jones, Libraries Assistant Director; Elsie Lewin, Libraries Business Manager; De'Anne Jackson, Senior Assistant County Attorney; Melissa Pozo, Administrative Specialist.
- **Member of the Public:** Kim Mignocchi

Minutes of Meeting March 10, 2026:

- The regular meeting minutes were approved as written. Member Rials made the motion, and Member Hostyk seconded.

Library Director's Report by Assistant Director James Jones:

Public Service Update:

- Congressman Alcee L. Hastings Collection Exhibit at AARLCC.

Statistics:

Since the beginning of this Fiscal Year October 1, 2025:

- Total programming attendance was over 222K attendees, a 6.3% increase from the same time period in FY25.
- Over 3.7M items (physical and digital) were borrowed.

AWARDS:

Florida Library Association (FLA) recognized BCL:

- Library of the Year 2026
- Media Partner Award: Westside Gazette
- Intellectual Freedom Award: AARLCC's Saturday School
- Communications Award: "Freegal Wizard" Campaign

Facilities Updates:

- **Deerfield Beach Percy White (District 2):** Flooring replacement completed. Library reopened to the public April 6.
- **Jan Moran Collier City Learning Library (District 8):** Close to the public April 17 through mid-September 2026 for building repairs.

- Member Connelly asked where customers are directed to go for services while the Collier City library is closed for maintenance. Ms. Lewin said to the North Regional Library, Northwest Branch and Pompano Beach.

NOTABLE PROGRAMS

AARLCC presented 2026 Africana Arts & Humanities Festival, on March 27-28, 2026. The theme, "We, Too, Sing America: 250 Years of Black Life and Culture," was inspired by Langston Hughes' iconic poem "I, Too." Over 900 attended.

The Pinwheel Festival & Resource Fair on April 11 at the Davie/Cooper City Branch promoted the prevention of child abuse and neglect by showcasing helpful community organizations. 300 attended.

South Regional/Broward College Library presented Junior Maker Fest 2026, on April 11. Afternoon of family fun, science, and technology learning. Over 400 attended.

BCL celebrated National Library Week with a systemwide Customer Appreciation Day on April 22 with celebrations at all Library locations.

UPCOMING EVENTS:

On May 30th the 21st Annual Children's BookFest to kickoff for Summer Learning Program: Unearth a Story, at the West Regional Library. Festival with art, music, dancing, and stories.

Blues & Sweet Potato Pie: 25th Anniversary Celebration. Celebrate culture and legacy for Juneteenth with activities for the whole family and a sweet potato pie contest and a live blues concert. June 13 starting at 1pm at the Northwest Branch.

Public Records and the Sunshine Law Discussion led by De'Anne Jackson, Senior Assistant County Attorney:

Ms. Jackson explained the following key points and answered Board members questions.

- Anytime the LAB meets for the purpose of official County business, the meetings must be noticed to the public and minutes must be taken.
- Whenever 2 or more LAB members are having a conversation about a topic that could come before the LAB, that interaction could be considered a meeting, and must be publicly noticed.
- When multiple committee members are attending an event hosted by another government entity or group that event could be subject to the Sunshine Law, depending on the format and information being addresses. For example, more than one LAB member attending a Friends of the Library event should refrain from discussing issues that could be presented to the LAB.
- Ms. Lewin added that Board members have been asked to coordinate their attendance to any of those events with Melissa Pozo to avoid any Sunshine Law conflict if two or more LAB members attend the same event in their capacity as LAB members.
- Although LAB members are not the decision makers for the Libraries Division, they provide their recommendations and ideas to library administration. Ms. Jackson provided an example

of multiple LAB members attending the Blues & Sweet Potato Pie event, it could be a Sunshine Law conflict if the LAB members at the event get together and start talking about LAB business and it is not a Sunshined event, or if any LAB member discusses any issues with the organizer of the event on matters that could come before the LAB. If multiple LAB members attend the same event as members of the public, any conversations between them should remain limited to casual or social topics.

- Question from Board Member Hostyk why is it considered a concern to discuss matters that do not have a financial impact. Ms. Jackson explained that the rules not only apply to LAB, but the rules also apply to the Commissioners, other Boards, etc. This is a government function, and the members of the public are entitled to know that the government is meeting, so that they have an opportunity to be heard about what the government is discussing and be part of the process.
- Question from Board Member Hostyk, as an active member of her local library and Friends of the Library, they have an honorary board and have written to many elected officials. She noted that sometimes more than one elected official attends an event and asked whether that is something to be concerned about. Ms. Jackson said that if two County Commissioners attend the same event, they typically communicate with the County Attorney's Office, and they provide guidance necessary to the official.
- Another important consideration if a LAB member is a board member (appointed) of another committee, with similar content it needs to be disclosed.
- Any discussion regarding LAB plans, ideas, initiatives or matters that may come before the board must take place only during a publicly noticed meeting.
- Question from Board Member Posey about attending the Hats Off the Friends of the Library event to support the Friends and noted that other LAB members were also in attendance. Ms. Jackson said that was okay, as LAB members are allowed to attend events; the conflict arises when conversations about LAB business take place.
- Ms. Jackson clarified that there is nothing preventing LAB members from speaking to Library staff, since they are County employees and such interactions could be a one-way conversation. The conflict could be if Library staff are used to communicate with the LAB outside of a publicly noticed meeting, that is a violation of the Sunshine Law.
- Ms. Jackson added that any change in place of employment should be disclosed in case there is a conflict of interest. LAB members are not able to make recommendations or vote in any measure about an entity if they are getting paid by that entity, are an officer in the Board of Directors, or it can result in any personal gain.
- As for the Public Records Law, Ms. Jackson added that because libraries are part of Broward County and Broward County is a government entity we are subject to the public records law. Be mindful when communicating with staff that public records could be documents, letters, emails, text messages, social media postings, if they relate to County business, they could be subject to disclosure in response to a public records request. The focus of the records is on the content not if you are texting or emailing from your personal email or device.
- Ms. Jackson also noted that there are record retention obligations. Ms. Lewin added that Ms. Pozo handles most communications with the LAB and that when emails are sent to the LAB, all recipients are blind copied (BCC) to prevent communications among members.
- Best practices are to avoid discussions via text to County staff, keep everything within the public record and noticed meetings, and be mindful if you are connected via social media (LinkedIn, etc.) a liked post or a comment could be perceived as a meeting.

- Question from Board Member Connelly, as a published author, discussing her book during a LAB meeting or expressing interest in having it included in the library's collection would violate the Sunshine Law. Ms. Jackson stated that it would not but noted that an issue could arise if Member Connelly discussed wanting her book in the library's collection to another LAB member at an event that is not publicly noticed. Ms. Jackson also mentioned that having the book included in the library's collection could present a conflict of interest because it could be viewed as personal gain.
- Ms. Lewin added that, as a member of the public, member Connelly could join the BCL's Local Authors program and go through that process.

Old Business

Friends of BCL Report: reported by Alison Rials

- Hats Off to Friends Luncheon on April 19 – 140 attended at Main Library.
- More Microgrants coming up soon. Applications are going out later this month, and funds will be disbursed in September.
 - Member Hostyk shared a story about a microgrant that was given to a high school student by the Marta-Beth Friedman Stirling Road Library. The student organized a banned book event, and he received an early acceptance to the University of Pennsylvania. He was valedictorian of his class at University School.
 - Member Connelly asked if some of the Friend's groups that were struggling are doing better. Member Rials said that some are still having issues and others are doing better.

Broward Public Library Foundation Report by Allison Rials

- LitLunch
- A Night of Literary Feasts – April 18, 2026, at The Westin Fort Lauderdale Beach Resort.
- The Foundation provides significant funding to support the Summer Learning Program.
 - Member Posey asked if the Foundation events were posted on the website. Member Rials said on the Foundation's website.

New Business

Board Member News and Recommendations:

LAB members will report at the next meeting on the advocacy efforts they have been able to make since the previous meeting.

Next Advisory Board Meeting:

Chair Scott mentioned that the next Library Advisory Board meeting will be on September 8, 2026.

Adjournment:

Member Hostyk motioned to adjourn the meeting; Member Connelly seconded. The meeting adjourned at 7:04 p.m.