

To: The Honorable Mayor and City Council

From: Lucia Gonzalez, Library Manager

Date: September 11, 2012

**RE: FLORIDA DEPARTMENT OF STATE
DIVISION OF LIBRARY AND INFORMATION SERVICES
STATE AID TO LIBRARIES GRANT 2012-2013**

RECOMMENDATION

It is recommended that the Mayor and City Council approve the attached resolution authorizing the City Manager and City Attorney to submit an application and negotiate and execute an agreement between the city of North Miami and the Florida Department of State, Division of Library and Information Services.

BACKGROUND

State Aid is a continuing state grant authorized by Chapter 257, Florida Statutes, for eligible library entities. Grant formulas are based on previous local operating funding and total number of applicants for this cycle. The City is required to provide pre-qualifying documentation and an annual service plan; once final awards are calculated, the City will receive notification of final award for execution of contract. This grant requires no match.

Application deadline is October 1, 2012. Reports and other documents deadline is December 1, 2012.

ATTACHMENTS

Resolution
North Miami Public Library Long Range Plan 2009-2014
North Miami Public Library Annual Plan of Service 2012-2013

RESOLUTION NO. _____

A RESOLUTION OF THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA, APPROVING THE SUBMITTAL OF A GRANT APPLICATION AND AUTHORIZING THE CITY MANAGER AND CITY ATTORNEY TO NEGOTIATE AND EXECUTE AN AGREEMENT BETWEEN THE CITY OF NORTH MIAMI AND THE FLORIDA DEPARTMENT OF STATE, DIVISION OF LIBRARY AND INFORMATION SERVICES, TO SECURE A STATE AID TO LIBRARIES GRANT 2012-2013; PROVIDING FOR AN EFFECTIVE DATE AND ALL OTHER PURPOSES.

WHEREAS, the Mayor and City Council of the City of North Miami, Florida, are desirous of applying for and securing a State Aid to Libraries Grant (2012-2013) from the Florida Department of State, Division of Library and Information Services; and

WHEREAS, State Aid to Libraries is a continuing state grant authorized by Chapter 257, Florida Statutes, for eligible library entities and requires no match; and

WHEREAS, the City is required to provide pre-qualifying documentation and an annual service plan with its application; and

WHEREAS, the Mayor and City Council wish to authorize the submittal of a grant application as well as to fully authorize the negotiation and execution of an agreement for grant funds between the City and the Florida Department of State, Division of Library and Information Services.

NOW THEREFORE, BE IT DULY RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH MIAMI, FLORIDA:

Section 1. Approval of Submittal of Application. The Mayor and City Council of the City of North Miami, Florida, hereby approve the submittal of the City of North Miami's application for the State Aid to Libraries Grant.

Section 2. Authority to City Manager and City Attorney. The City Manager and City Attorney are hereby authorized to negotiate and execute an agreement between the City of North Miami, Florida and the Florida Department of State, Division of Library and Information Services to obtain grant funds to fund library services.

Section 3. Effective Date. This Resolution shall become effective immediately upon adoption.

PASSED AND ADOPTED by a _____ vote of the Mayor and City Council of the City of North Miami, Florida, this _____ day of September, 2012.

ANDRE D. PIERRE, ESQ.
MAYOR

ATTEST:

MICHAEL A. ETIENNE, ESQ.
CITY CLERK

APPROVED AS TO FORM AND
LEGAL SUFFICIENCY:

REGINE M. MONESTIME
CITY ATTORNEY

SPONSORED BY: CITY ADMINISTRATION

Moved by: _____

Seconded by: _____

Vote:

Mayor Andre D. Pierre, Esq.	_____	(Yes)	_____	(No)
Vice Mayor Jean R. Marcellus	_____	(Yes)	_____	(No)
Councilperson Michael R. Blynn, Esq.	_____	(Yes)	_____	(No)
Councilperson Scott Galvin	_____	(Yes)	_____	(No)
Councilperson Marie Erlande Steril	_____	(Yes)	_____	(No)
Councilperson Jean R. Marcellus	_____	(Yes)	_____	(No)

Library Name: North Miami Public Library

1B Certification of Local Operating Appropriations for New Libraries

(Complete this section only if the applicant is a newly established public library in the first two years of operation.)

We hereby certify that the following total funds from local sources are appropriated to be expended centrally during the fiscal year beginning October 1, 2012 and ending September 30, 2013 for the operation and maintenance of a library under the provisions outlined in Chapter 257.14 - 257.25, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.

We further certify that the amount listed below does not include funds received from the federal government; funds received from state government; or funds used for purchase or construction of a library building or library quarters. Such funds are not eligible to be used as local match for State Aid applications under Chapter 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.

Total local funds appropriated to be expended centrally by the library for the operation and maintenance of a library between October 1, 2012 and September 30, 2013.

\$ _____

SIGNATURES:

Library Finance Manager

Single Library Administrative Head

Vernon Paul
Typed Name

Lucia M. Gonzalez
Typed Name

Date

Date

**FLORIDA DEPARTMENT OF STATE
DIVISION OF LIBRARY AND INFORMATION SERVICES**

**EXPENDITURE OR APPROPRIATION REPORT
Form DLIS/SA01**

Library Name: _____

Check Applicable

_____ **Expenditure Report – October 1, 2010 - September 30, 2011**

_____ **Appropriation Report - October 1, 2012 - September 30, 2013**

(Provide appropriation only if the applicant is a newly established public library in the first two years of operation.)

EXPENDITURE/ APPROPRIATION CATEGORY	FUNDING OR REVENUE SOURCES:				TOTAL
	LOCAL	STATE	FEDERAL	OTHER	
10 Personnel Services					
30 Operating Expenses					
60 Capital Outlay (Non-Fixed)					
Other					
Total for the operation & maintenance of the library	<i>(Record this amount on page 1)</i>				

60 Capital Outlay (Fixed, including purchase or construction of a library building or quarters)					
---	--	--	--	--	--

**Florida Department of State, Division of Library and Information Services
STATE AID TO LIBRARIES GRANT AGREEMENT**

The Applicant (GRANTEE) City of North Miami
(Name of library governing body)

Governing body for North Miami Public Library
(Name of library)

hereby makes application and certifies eligibility for receipt of grants authorized under Section 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.

The Division, as administrator of state funds provided under Section 257, *Florida Statutes*, has approved an application for State Aid to Libraries Grant funds submitted by the GRANTEE. By reference, the application is hereby made a part of this agreement.

The parties agree as follows:

I. The GRANTEE agrees to:

- a. Expend all grant funds awarded and perform all acts in connection with this agreement in full compliance with the terms and conditions of Chapter 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.
- b. Expend all grant funds received under this agreement solely for the purposes for which they were authorized and appropriated,
- c. Provide the DIVISION with statistical, narrative, financial and other evaluative reports as requested.
- d. Retain and make available to the DIVISION, upon request, all financial and programmatic records, supporting documents, statistical records, and other records for the project.
- e. Retain all records for a period of five years from the date of submission of the final project report. If any litigation, claim, negotiation, audit, or other action involving the records has been started before the expiration of the five year period, the records shall be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular five year period, whichever is later.
- f. Establish and maintain a proper accounting system in accordance with generally accepted accounting procedures. To use and maintain adequate fiscal authority, control, and accounting procedures that will ensure proper disbursement of, and accounting for, project funds.
- g. Perform all acts in connection with this agreement in strict conformity with all applicable laws and regulations of the State of Florida.
- h. Not use any grant funds for lobbying the legislature, the judicial branch, or any state agency.

- i. The GRANTEE hereby certifies that it is cognizant of the prohibition of conflicts of interest described in Sections 112.311 through 112.326, *Florida Statutes*, and affirms that it will not enter into or maintain a business or other relationship with any employee of the Department of State that would violate those provisions. The GRANTEE further agrees to seek authorization from the General Counsel for the Department of State prior to entering into any business or other relationship with a Department of State employee to avoid a potential violation of those statutes.
- j. Not discriminate against any employee employed in the performance of this agreement, or against any applicant for employment because of race, color, religion, gender, national origin, age, handicap, or marital status. The GRANTEE shall insert a similar provision in all subcontracts for services by this agreement.
- k. In the event that the grantee expends a total amount of state financial assistance equal to or in excess of \$500,000 in any fiscal year of such GRANTEE, the grantee must have a State single or project-specific audit for such fiscal year in accordance with Section 215.97, *Florida Statutes*; applicable rules of the Department of Financial Services; and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), *Rules of the Auditor General*. In determining the state financial assistance expended in its fiscal year, the GRANTEE shall consider all sources of state financial assistance, including state financial assistance received from the Department of State, other state agencies, and other nonstate entities. State financial assistance does not include federal direct or pass-through awards and resources received by a nonstate entity for federal program matching requirements.

In connection with the audit requirements addressed in part k, paragraph 1, the GRANTEE shall ensure that the audit complies with the requirements of Section 215.97(8), *Florida Statutes*. This includes submission of a financial reporting package as defined by Section 215.97(2)(e), *Florida Statutes*, and Chapters 10.550 (local governmental entities) or 10.650 (nonprofit and for-profit organizations), *Rules of the Auditor General*.

If the GRANTEE expends less than \$500,000 in state financial assistance in its fiscal year, an audit conducted in accordance with the provisions of Section 215.97, *Florida Statutes*, is not required. In the event that the GRANTEE expends less than \$500,000 in state financial assistance in its fiscal year and elects to have an audit conducted in accordance with the provisions of Section 215.97, *Florida Statutes*, the cost of the audit must be paid from the nonstate entity's resources (i.e., the cost of such an audit must be paid from the grantee's resources obtained from other than State entities).

Information related to the requirements of Section 215.97, *Florida Statutes*, (the Florida Single Audit Act) and related documents may be found at <https://apps.fldfs.com/fsaa/>.

Copies of financial reporting packages required by this agreement shall be submitted by or on behalf of the GRANTEE directly to each of the following:

1. The Department of State at the following addresses:

Office of Inspector General
Florida Department of State
R. A. Gray Building, Room 114A
500 S. Bronough Street
Tallahassee, Florida 32399-0250

2. The Auditor General's Office at the following address:

Auditor General's Office
Room 401, Pepper Building
111 West Madison Street
Tallahassee, Florida 32399-1450

1. Identify an individual or position with the authority to make minor modifications to the application, if necessary, prior to execution of the agreement.

II. The DIVISION agrees:

- a. To provide a grant in accordance with the terms of this agreement in consideration of the GRANTEE's performance hereinunder, and contingent upon funding by the Legislature. The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the Legislature. In the event that the state funds on which this agreement is dependent are withdrawn, this agreement is terminated and the state has no further liability to the GRANTEE beyond that already incurred by the termination date. In the event of a state revenue shortfall, the total grant may be reduced accordingly.
- b. To notify the grantee of the grant award after review and approval of required documents. The grant amount shall be calculated in accordance with Chapter 257, *Florida Statutes*, and guidelines for the State Aid to Libraries Grant Program.
- c. To distribute grant funds in two payments. The first payment will be requested by the DIVISION from the Chief Financial Officer upon execution of the agreement. The remaining payment will be made by June 30.
- d. That any balance of unobligated cash that has been paid to the grantee may be retained for direct program costs in a subsequent period.

III. The GRANTEE and the DIVISION mutually agree that:

- a. This instrument embodies the whole agreement of the parties. There are no provisions, terms, conditions, or obligations other than those contained herein; and this agreement shall supersede all previous communications, representation, or agreements either verbal or written, between the parties. No amendment shall be effective unless reduced in writing and signed by the parties.
- b. The agreement is executed and entered into in the State of Florida, and shall be construed, performed, and enforced in all respects in accordance with the laws and rules of the State of Florida. Each party shall perform its obligations hereunder in accordance with the terms

and conditions of this agreement. If any matter arising out of this Agreement becomes the subject of litigation, venue shall be in Leon County.

- c. If any term or provision of the agreement is found to be illegal and unenforceable, the remainder of the agreement shall remain in full force and effect and such term or provision shall be deemed stricken.
- d. No delay or omission to exercise any right, power, or remedy accruing to either party upon breach or default by either party under this Agreement shall impair any such right, power, or remedy of either party; nor shall such delay or omission be construed as a waiver of any such breach or default, or any similar breach or default.
- e. This agreement shall be terminated by the DIVISION because of failure of the GRANTEE to fulfill its obligations under the agreement in a timely and satisfactory manner unless the GRANTEE demonstrates good cause as to why it cannot fulfill its obligations. Satisfaction of obligations by GRANTEE shall be determined by the DIVISION, based on the terms and conditions imposed on the GRANTEE in paragraphs I and III of this agreement and guidelines for the State Aid to Libraries Grant Program. The DIVISION shall provide GRANTEE a written notice of default letter. GRANTEE shall have 15 calendar days to cure the default. If the default is not cured by GRANTEE within the stated period, the DIVISION shall terminate this agreement, unless the GRANTEE demonstrates good cause as to why it cannot cure the default within the prescribed time period. For purposes of this agreement, "good cause" is defined as circumstances beyond the GRANTEE's control. Notice shall be sufficient if it is delivered to the party personally or mailed to its specified address. In the event of termination of this agreement, the GRANTEE will be compensated for any work satisfactorily completed prior to notification of termination, if equitable.
- f. The DIVISION shall unilaterally cancel this agreement in the event that the GRANTEE refuses to allow public access to all documents or other materials made or received in regard to this agreement that are subject to the provisions of Chapter 119, *Florida Statutes*. GRANTEE agrees to immediately contact the DIVISION for assistance in the event that it receives a public records request related to this agreement or the grant the it awards.
- g. The DIVISION shall not be liable to pay attorney fees, interest, late charges and service fees, or cost of collection related to the grant.
- h. The DIVISION shall not assume any liability for the acts, omissions to act or negligence of the GRANTEE, its agents, servants, or employees; nor shall the GRANTEE exclude liability for its own acts, omissions to act, or negligence to the DIVISION. In addition, the GRANTEE hereby agrees to be responsible for any injury or property damage resulting from any activities conducted by the GRANTEE.
- i. The GRANTEE, other than a GRANTEE which is the State or agency or subdivision of the State, agrees to indemnify and hold the DIVISION harmless from and against any and all claims or demands for damages of any nature, including but not limited to personal injury, death, or damage to property, arising out of any activities performed under this agreement and shall investigate all claims at its own expense.
- j. The GRANTEE shall be responsible for all work performed and all expenses incurred in connection with the project. The GRANTEE may subcontract as necessary to perform the services set forth in this agreement, including entering into subcontracts with vendors for

services and commodities, provided that such subcontract has been approved by the DIVISION, such approval not to be unreasonably withheld, and provided that it is understood by the GRANTEE that the DIVISION shall not be liable to the subcontractor for any expenses or liabilities incurred under the subcontract and that the GRANTEE shall be solely liable to the subcontractor for all expenses and liabilities incurred under the subcontract.

- k. Neither the State nor any agency or subdivision of the State waives any defense of sovereign immunity, or increases the limits of its liability, upon entering into a contractual relationship.
- l. The GRANTEE, its officers, agents, and employees, in performance of this agreement, shall act in the capacity of an independent contractor and not as an officer, employee or agent of the DIVISION. Under this agreement, GRANTEE is not entitled to accrue any benefits of state employment, including retirement benefits, and any other rights or privileges connected with employment in the State Career Service. GRANTEE agrees to take such steps as may be necessary to ensure that each subcontractor of the GRANTEE will be deemed to be an independent contractor and will not be considered or permitted to be an agent, servant, joint venturer, or partner of the DIVISION.
- m. The GRANTEE shall not assign, sublicense, nor otherwise transfer its rights, duties, or obligations under this agreement without the prior written consent of the DIVISION, whose consent shall not unreasonably be withheld. The agreement transferee must demonstrate compliance with the requirements of the program. If the DIVISION approves a transfer of the GRANTEE's obligations, the GRANTEE remains responsible for all work performed and all expenses incurred in connection with the Agreement. In the event the Legislature transfers the rights, duties, or obligations of the Department to another governmental entity pursuant to Section 20.06, *Florida Statutes*, or otherwise, the rights, duties, and obligations under this agreement shall also be transferred to the successor government entity as if it were an original party to the agreement.
- n. This agreement shall bind the successors, assigns, and legal representatives of the GRANTEE and of any legal entity that succeeds to the obligation of the DIVISION.
- o. The State of Florida's performance and obligation to pay under this agreement is contingent upon an annual appropriation by the legislature. In the event that the state funds on which this agreement is dependent are withdrawn, this agreement is terminated and the DIVISION has no further liability to the GRANTEE beyond that already incurred by the termination date. In the event of a state revenue shortfall, the total grant shall be reduced in accordance with Section 257.21, *Florida Statutes*.
- p. If the GRANTEE is in noncompliance with any term(s) of this grant agreement or any other grant agreement with any Division of Library and Information Services, the Division of Historical Resources or the Division of Cultural Affairs, the Division may withhold grant payments until the GRANTEE comes into compliance. Violation of a grant program requirement, including but not limited to failure to submit grant reports and other grant documents; submission of incomplete grant reports or other grant documents; or violation of other grant agreement requirements; shall constitute a basis for the Division to place the GRANTEE in noncompliance status with the Department of State.

- q. Unless there is a change of address, any notice required by this agreement shall be delivered to the Division of Library and Information Services, 500 South Bronough Street, Tallahassee, Florida 32399-0250, for the State and, for the GRANTEE, to its single library administrative unit. In the event of a change of address, it is the obligation of the moving party to notify the other party in writing of the change of address.

IV. The term of this agreement will commence on the date of execution of the grant agreement.

THE APPLICANT/GRANTEE

THE DIVISION

 Chair of Governing Body or
 Chief Executive Officer

 Florida Department of State
 Division of Library and Information Services

Stephen E. Johnson, City Manager
 Typed Name

 Typed Name

 Date

 Date

Vernon Paul , Finance Director
 Clerk or Chief Financial Officer

 Division Witness

 Typed Name and Title of Official

 Division Witness

 Date

**Reciprocal Borrowing Joint Planning Meeting
Municipal Libraries and Miami-Dade Public Library
August 22, 2012**

Parties Involved: Hialeah Public Library, Miami-Dade Public Library System, North Miami Beach Public Library, North Miami Public Library

Reciprocal Borrowing Agreement originally signed in September 2003 was re-approved on August 22, 2012; 3:30 p.m. at the Joint Planning Meeting

All libraries agreed to extend the agreement with no changes for another year.

Ratified by: Sylvia Mora, Miami-Dade Public Library System; Sue Cvejnovich, Miami-Dade Public Library System; Susan Sandness, North Miami Beach Public Library; Lucia Gonzalez, North Miami Public Library; Elizabeth Miro, Hialeah Public Libraries

Discussion and Actions:

1. ILL and impact on service: None are currently offering ILL services to our patrons. It was brought by Sylvia that members from the different communities expect the County libraries to offer the service. Sited a specific patron who demanded the service. Patrons will not be referred to MDPLS for ILL services.
2. Statistical impact of the reciprocal agreement: E-mail each other Reciprocal cardholder statistics by November 15, 2012
3. Decrease in Training Opportunities: due to budget and staff cuts training opportunities are minimal. Even webinar opportunities are difficult to schedule with current limited staffing levels. Currently branches are sharing managers at MDPLS. Silvia shared information on grant proposal related to ALA 21st Century Libraries (IMSL/FIU). Includes topics such as digitizing collections.
4. Library information sharing: continue to share ideas and materials throughout the year including funding and partnership opportunities. MDPLS currently has 3 major grants. Shared information on the YOUmedia Miami, a teen project at North Dade Regional, Arts Project at 5 branch libraries, targeting Seniors in our community. Not sure about Viva Florida's Time Capsule project, but will need to engage elected Officials and key figures.
5. Further planning: meet Friday, January 25, 2013 at the North Miami Public Library for a midyear update.

Submitted by:


Lucia M. Gonzalez
Library Manager
North Miami Public Library

August 22, 2012

**NORTH MIAMI PUBLIC LIBRARY
LONG-RANGE PLAN 2009-2014**

Approved by Library Board 09/10/09
Revised and Approved by Library Board 08/18/2011
Library Board Members: Chairman Allen Smith, Julia Barton, Judy Brown, Blanca Cobo,
Eileen Cubillas

Approved by Mayor and City Council September 13, 2011

***Mission
Statement***

North Miami Public Library's mission is to serve the entirety of North Miami's diverse community through the provision of appropriate collections, technology and services in an atmosphere that is comfortable, relaxing, nurturing and accessible. The Library and its knowledgeable, skilled, friendly and helpful Staff are committed to fostering independent lifelong learning, personal growth and development, intellectual stimulation, cultural enrichment and a love of reading.

Vision Statement

The North Miami Public Library supports the vision of a community which has dreams and has the hope and the determination to go after these dreams with all its heart and capability, with the skills and support that make it possible for each individual to make use of every opportunity.

***Introduction
and Services***

The North Miami Public Library is an independent, municipal Library funded by the City of North Miami. Community support for the Library is evidenced by the fact that it has grown from a rudimentary one room in City Hall in 1932 to its present size of 20,080 square feet.

The Library provides free service to North Miami residents as well as North Miami businesses and property owners. Services include Reference whether in person, over the phone or via the Internet; Children's Programming such as Story Times, Math and Science, Toddler Tales, and homework assistance; Adult Programming encompassing lectures, workshops, lifelong learning opportunities, etc.; Public Access to the Internet and computers; and a full range of circulating materials comprising books, magazines and non-print items to meet the recreational, informational, cultural and educational needs of our clientele.

***Community
Profile***

Population and Ethnicity: With a population of 58,786 ((2010) North Miami is the fifth largest city in Miami-Dade County. The "2009 Membership Directory" of the Greater North Miami Chamber of Commerce reports that, "Once dubbed the 'Most Diverse City of Miami-Dade County,' by the Florida League of Cities, North Miami is known for its evolving community of immigrants from the Caribbean, most notable those of Haitian decent." "Education opportunities abound from pre-K to PhD. By 2010, there will be five new public schools built in North

Miami; when, prior to 2005 there had been no new schools built since the 1950s. Higher education institutions such as Johnson & Wales University and the Florida International University – Biscayne Bay Campus continue to expand their programs.”

According to North Miami city Census 2010 results, the population of the area was approximately 58,786 people. From 2000 to 2010, the North Miami city population growth percentage was -1.8% (or from 59,880 people to 58,786 people). 23.7% of the North Miami city residents were under 18 years of age. Census 2010 race data for North Miami city include the racial breakdown percentages of 56.5% black, 1.6% Asian and 27.1% Hispanic. Also, there were 22,110 housing units in North Miami city, 87.2% of which were occupied housing units.

Haitians comprise approximately 60% of North Miami's Black population. Data from the Miami-Dade County School System reveal the North Miami school population to be about 77% Black and 16% Hispanic.

Land Use, Employment and Business: North Miami is 48.3% residential, 18.6% wetlands/uninhabited islands/water, 13.5% public/recreational; and 19.5% vacant/educational/ commercial/industrial. Almost 40% of North Miami's residents are employed in the Services Industry and 18% in Retail Trade.

North Miami's more than 2,500 businesses are concentrated in the retail and service sectors with a strong emphasis in education as well as the film, video and recording industries. Major employers in the City include Florida International University, Johnson & Wales University, and Comtel, Inc./PBS Channel 2.

Education, Illiteracy and Income: North Miami is home to five Elementary Schools, two Middle Schools two High Schools (one which boasts of an International Baccalaureate Program, and an Adult/Community Education Center), and two Universities (Florida International University and Johnson & Wales). Barry University, Nova University, and Miami Dade College North are also located nearby.

More than 30% of City residents older than 25 years of age lack a high school diploma while 11% of those have less than a 9th grade education; almost 25% do have high school diplomas and about 26% have some type of college degree. A conservative estimate places the number of illiterate adults in North Miami at approximately 12,000 based on the U.S. national rate of 20%.

Median household income in North Miami is \$29,778 with a per capita income of \$14,581. More than 18% of North Miami's families with children fall below the poverty level; the percentage is almost 35% for

female head-of-household families with children. About 23% of the City's residents are considered to be living in poverty.

Digital Divide: We have no data on how many households in North Miami own personal computers or enjoy Internet access from home. However, we do know that demand from the Public for computers and Internet access at the North Miami Public Library far exceeds our ability to meet that demand. Patrons often must wait more than two hours to be able to use a computer.

It is now routine for students of all ages to come into the Library with assignments requiring that they locate information on the World Wide Web. Teachers expect that the youngsters have Internet access at the Public Library if they do not have it at home.

The North Miami Public Library is situated directly across the street from the North Miami Senior High School and two blocks away from Arch Creek Elementary School and North Miami Middle School. Almost two thousand students attend the Middle School and more than three thousand attend the High School. The 2000-2001 Miami-Dade County Schools' Statistical Profiles cite 310 Instructional Micro-computers at the Middle School and 498 at the High School.

Recent Milestones

The \$1.3 million addition that was completed in 1991 doubled the Library's size to 20,080 square feet. In December 1997, our Galaxy Integrated On-Line System was installed which automated our Circulation and Cataloging operations.

Internet access for the Public became a reality in August 1997 via a State Library Grant. In 1999, a Bill and Melinda Gates Library Initiative Grant provided us with six computer workstations, a content server and laser printer to enhance our Patron Internet and computer access capabilities.

A 1997 Community Development Block Grant allowed us to furnish and equip a Lifelong Learning Center wherein Patrons may pursue such personal goals as a GED, English as a Second Language, literacy skills enhancement, etc.

We began offering Sunday hours (1:00-5:00 pm) in June 2001; re-instated in January 2006.

Long-time Library Director Ilene Vegazo retired February 10, 2006 and was succeeded by Director Joyce Pernicone.

Director Joyce Pernicone resigned in April of 2010 and was succeeded by Kimberly Millerick as Interim Library Director until July 2011.immediately.

The Library Board approved the Mission Statement and vision statement listed above on September 10, 2009.

In July 2011, Lucia M. Gonzalez became Library Services Manager.

Priorities

The priorities for the Library in the next three years will be:

Connecting with all stakeholders in a solid reciprocal manner

**Modern Technology (More Computers)/Training
Addressing in an effective manner the literacy,
knowledge, and cultural awareness needs of the
community**

Expansion/Remodeling

**Working within economic conditions, purchase a
diverse collection of books that meets the needs and
interests of the public**

Form and expand Public Relations (Partnerships)

Effectively market existing resources

Programming/Staffing at adequate levels

To remain relevant and not become marginalized, North Miami Public Library must address these priorities while still fulfilling its mission to foster lifelong learning, personal growth and development, intellectual stimulation, cultural enrichment and a love of reading.

***Connecting with
Stakeholders
in a reciprocal
manner***

The Library should identify key stakeholders

- Businesses that employ from the community
- School officials (Principals, teachers, PTAs, etc.)
- Parents
- Community residents
- Schools of Education
- Local Media

Technology

According to a report released by the Telecommunications

and Training

and Information Administration (NTIA), central city minorities are among the country's "least connected" to the Internet. White households are twice as likely to have PCs as Black or Hispanic households. The NTIA data further show that although "computer penetration" has increased nationwide, a "significant" Digital Divide exists based on race, income and certain other demographics. The report's authors conclude that "access to computers and networks may be as important as access to traditional phone service" vis-à-vis the fact that a "considerable portion of today's business, communication and research takes place on the Internet."

To Public Libraries has fallen the challenge of providing society's "unconnected" with access to computers and the Internet. North Miami Public Library currently has twelve computer workstations with Internet access for Patrons. In addition, the library has six full loaded computers with programs and Internet in the Learning Center and three Children's computer loaded with educational games and activities. Florida's Standard for Public Libraries is one computer per 1,000 residents.

In addition, this world is changing so rapidly that all citizens need to be aware of and using modern technology. If the North Miami Public Library is not up to date with what is going on in the Technology world then we will lose our patrons that we serve. Most of the college student patrons that come in have laptops; however we cannot accommodate them because we don't provide wireless connection.

Literacy Needs

The Library should address the literacy needs by

- Providing literacy support services to youth
- Expand availability of resources to people learning English

Expansion and Remodeling

To meet Florida's Standard of .6 square feet per capita for Public Libraries, North Miami Public Library would need to expand the existing building's 20,080 square feet by almost 16,000 square feet to accommodate our population of Current capacity is woefully inadequate with only 63 chairs available at tables or study carrels. Because our leisure seating area was displaced by two computer islands, many of the 18 upholstered chairs have been placed in passageways which detracts from the ambiance and reader's experience.

There is no Quiet Area for serious study; nor is there any space available for small groups of students who are collaborating on projects or reports.

It has been almost seventeen years since North Miami Public Library has had any major refurbishing or remodeling. Patron comments and complaints focus on poor lighting, not having enough computers, wireless connection for those who come with laptops, tutoring not offered during non-school days, not enough programs/activities for all ages (especially

the teens), need more display (art work), and badly soiled and worn carpeting.

Concomitant with Patrons' need for technology access is their need for technology training. Because Public Libraries are being expected to assume this new role, the State Library has secured a grant from the Bill and Melinda Gates Foundation to assure that all Staff have the requisite computer skills to be able to train or assist the Public.

Knowledge Needs

The Library should address the knowledge needs of the community by

- Having an adequate collection of materials
- Have programming that supports the information needs of the community

Cultural Awareness needs

The Library should facilitate exposure to and enjoyment of culture by:

- Having art displays
- Giving talented citizens an opportunity to share their talent with the community
- Hosting culturally enriching programs

Collection Development

The heart of a Public Library is its collection, which needs a new collection of diverse books and materials to be able to maintain its vitality and ability to respond to the cultural exchange, changing demographics, interest, and demands.

Our holdings comprise approximately 100,000 volumes, 300 magazine and newspaper subscriptions, and more than 4,000 audiovisual items. As our Library serves the entirety of North Miami, the collection is a general one containing resources useful for every segment of the community including students, business people, adults, children, senior citizens, nursing home residents, etc. Of particular note are our Special Collections such as Stage and Studio (to support North Miami's status as the Film and Recording Capital of South Florida), Filipiniana, Civil War, Reference, Bicentennial of the U.S. Constitution, Florida, Large Print and Business.

Critical needs cited in the Focus Groups and Patron Surveys include modernizing the Children's as well as Young Adult collections and expanding the Foreign Language section.

Public Relations (Partnerships) and Marketing

Communication and outreach are essential in order for people to be aware of all that North Miami Pubic Library has to offer. This area has been a traditionally weak one for us, and we have taken steps to "get the word out" and market our services, programs and materials. It is

fortuitous that the City has a Public Information Officer who is keenly interested in the Library.

Patrons have expressed a need for satellite centers in the neighborhood or a bookmobile that also has computers. Another option would be a bus that took children to the library and returned them to the neighborhood.

***Programming
and Staffing***

The mainstay of our Children's Programming has been the Story Time and Toddler Tales presented once a week. Holidays such as Halloween and Valentine's Day have been celebrated with children's parties sponsored by the Friends of the Library.

The Library is open 55 hours/week year-round including Sundays. The Circulation Desk and the Reference Desk are our two Customer Service points and are each staffed the full time that we are open.

***Action Plan
2007-2009***

Expansion/Remodeling

- Seek additional grants and funding to expand/remodel existing facility
- Apply to State Library for Public Library Construction Grant
- Seek funds to decorate and landscape the library
- Migrate from Gaylord Galaxy System to a new Automation System
- Investigate a modernized atmosphere

Modern Technology (More Computers)/Training

- Provide additional Public Access computers and wireless connection
- Set up a Computer Training Lab as part of Library Expansion/Remodeling Program
- Enhance Children's Computer Learning Center
- Recruit Volunteers to assist Patrons with computer training
- Complete Library online website
- Set up a Renew/Reserve system over the library website or by phone

Purchase a Diverse Collection of Books

- Expand Foreign Language Collection
- Update Children's and Young Adult Collections
- Enhance holdings of DVD's, CD's, and Videos
- Promote "Adopt a Section" program to assist with Stack Maintenance
- Update Magazine collection
- Expand book collection
- Find alternate sources of funding for materials

Public Relations (Partnerships)/Marketing

- Highlight Special Collections via displays

- Submit articles and photographs on services, programs and collections to appropriate venues
- Partnership with the Chamber of Commerce, Parks and Recreation department, schools and media specialist, local businesses, non-profit organizations, and other community organizations
- Encourage Staff, Board, Friends and Patrons to promote the Library at every opportunity
- Sustain Security Guard presence on Sundays and during after-school hours

Programming/Staffing

- Explore joint programming possibilities
- Encourage Friends of the Library to continue seeking grants for Children's Programs
- Recruit Guest Readers and Story Tellers to donate as little as half an hour a week to provide literacy opportunities for youngsters
- Investigate grants to hire Personnel for time-constrained Special Projects
- Contact Library Schools to place Interns at North Miami Public Library
- Arrange Community Service opportunities for local college and university students.
- Seek literacy and ESOL programs