

II. FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	<u>2017</u>	<u>2018</u>	<u>2019</u>	<u>2020</u>	<u>2021</u>
Capital Expenditures	4,010,680	0	0	0	0
Operating Costs	47,477,168	0	0	0	0
External Revenues	(1,227,796)	0	0	0	0
Program Income (County)	(2,184,355)	0	0	0	0
In-Kind Match (County)	0	0	0	0	0
NET FISCAL IMPACT	<u>48,075,697</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>
# ADDITIONAL FTE POSITIONS (Cumulative)	1	0	0	0	0

Is Item Included in Proposed Budget? Yes X No
 Budget Account No.: Fund 1180 Agency 320 ORG 3200 Object Various

Reporting Category _____

B. Recommended Sources of Funds/Summary of Fiscal Impact:

Requested Department Budget for FY 2017 is pending final approval. The proposed FY 2017 Budget is sufficient to cover the first year of the FY2017-2019 Long Range Plan.

C. Departmental Fiscal Review: _____
 (Kenny D. Rampersad, Director Library Finance & Facilities)

III. REVIEW COMMENTS:

A. OFMB Fiscal and/or Contract Dev. And Control Comments:

Juan Ponce 9/25/16
 OFMB et al 9/24/16

Dr. J. Jackson 9/21/16
 Contract Dev. And Control
 9/11/16

B. Legal Sufficiency:

Anne Helgand 9/16/16
 Assistant County Attorney

C. Other Department Review:

 Department Director

This summary is not to be used as a basis for payment.

Resolution 16-01

**Library Advisory Board
of the
Palm Beach County Library System**

Whereas, the Library Advisory Board represents the Library to the Board of County Commissioners in matters pertaining to library service; and

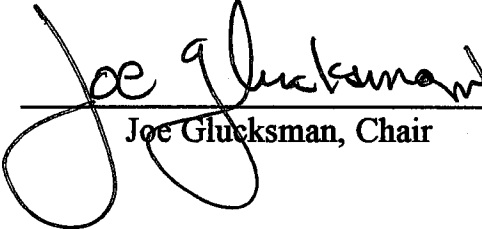
Whereas, our role is to provide policy, budget, and other recommendations to the Board of County Commissioners; and

Whereas, the purpose of the Library's long-range plan is to provide strategic guidance for the delivery of library services over the next three-year period; and

Whereas, Library staff has diligently researched and prepared the FY 2017-2019 Long-Range Plan; and

Whereas, this Board has reviewed the Library's Long-Range Plan and supports its adoption;

NOW THEREFORE BE IT RESOLVED that the Library Advisory Board of the Palm Beach County Library System, meeting in regular session this 11th day of July 2016, voted to endorse the Palm Beach County Library System's Long-Range Plan for FY 2017-2019.



Joe Glucksman, Chair

Palm Beach County Library System

LONG-RANGE PLAN

FY 2017 – 2019



**Palm Beach County Library System
3650 Summit Boulevard
West Palm Beach, Florida 33406**

July 2016

*Board of County Commissioners
of
Palm Beach County*

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VICE MAYOR

Hal R. Valeche

MEMBERS

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Palm Beach County*

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Gloria Kelly

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Sam Manuele

Catherine North

Judith Pendergast

Megan Richards

Barbara Sory

Regis Wenham

Ellen Winikoff

***Library Administrative Staff
and Objective Leaders***

Aurora Arthay, Assistant Director
Susan Berger, Business Librarian
Jayme Bosio, Government Research Services Librarian
Pamela Bruner, Collection Development Coordinator
Peter Brandt, Director, Library Information Technology Division
Stacey Burford, System Youth Services Librarian
Adam Davis, Director, System Services
Robyn Hemond, Youth Engagement Coordinator
Nicole Hughes, Community Relations Division Head
Chris Jankow, Community Engagement Coordinator
Dani Lichtenberg, Main Library Research & Information Services Manager
Elizabeth Locke, Electronic Resources Training Coordinator
Kathleen Murphy, Adult Literacy Project Coordinator
Elizabeth Prior, Director, Branch Public Services
Kenny Rampersad, Director, Library Finance & Facilities Division
Eileen Taylor, Administrative Assistant
Karen Batchelder Williams, South Area Coordinator, Branch Public Services Division

Library Director

Douglas Crane

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Introduction

The purpose of the Palm Beach County Library System's Long-Range Plan is to provide strategic guidance for the delivery of library services over the next three years. It outlines a vision of outstanding library service for residents of the Palm Beach County Library District.

This plan reflects changes occurring in our community and in the information environment. Our maturing community is becoming more complex and diverse. The information environment is also evolving rapidly with more materials, information, and services available electronically.

We are striving to meet the challenges of changing technology and population growth. While continuing to meet the needs of those who seek traditional services in traditional formats, the Library also recognizes the demand for new technology. Our goal is to apply new information technology for increasing value to our members, while striving toward national benchmarks for services.

The aim of this Library System will be to fulfill our mission "to connect communities, inspire thought and enrich lives." The mix of formats and services will be determined by customer needs, cost and value received, and availability of funding.

To make this plan a reality, the Library System needs critical support and active collaboration. Improvement in services must be based on continuous consultation with all library stakeholders: citizens at large, Library District residents, library users, Library Advisory Board, Friends of the Library, Board of County Commissioners, library staff, and all others who value the information, knowledge, and wisdom that libraries can provide.

Basic Information about the Library

STRUCTURE

The Palm Beach County Library System (PBCLS) operates as a department of county government. The Board of County Commissioners is the Library's governing body, and the Library Advisory Board represents the County Commission to the Library in matters pertaining to library service and the means to meet objectives.

LIBRARY DISTRICT

History: The Palm Beach County Library District was established by the passage of a Special Act of the Florida Legislature in 1967. This Act allowed the Board of County Commissioners to establish a library system and a dependent taxing district to support it. The district was to be made up of all areas of Palm Beach County not taxed by a municipality for library services. In 2000, the act was codified and revised to provide various options for capital funding.

Current Status: The District consists of the unincorporated area of Palm Beach County plus 24 cities that do not tax their residents for library purposes. Reciprocal borrowing is provided to residents of Boynton Beach, Delray Beach, Lake Park, Lantana, Lake Worth, North Palm Beach, Palm Springs, Riviera Beach, and West Palm Beach under the guidelines for receiving a State Aid to Public Libraries grant and through membership in the Library Cooperative of the Palm Beaches.

Borrowing privileges are also offered to any child residing in or attending school through grade 12 in Palm Beach County and to any teacher in licensed K-12 institutions.

Future: Census figures reflect the following population growth in the Library District:

1970	141,100
1980	293,486
1990	534,578
2000	731,460
2010	834,289

Much of the county's past growth has occurred within the area served by the Library System. This trend is expected to continue and will decidedly shape the future of our Library System.

DEMOGRAPHICS

From 2000 to 2016, the population of the Library District grew from 731,460 to 917,746, a 25.5% increase.

According to the U. S. Census Bureau, the 2015 estimate for Palm Beach County's Hispanic population was 21.1% of the total County population; the national figure is 17.6%.

The median age for Palm Beach County is 44.6 years and the percentage of those 65 and over is 22.9%, compared to national figures of 37.8 years and 14.8%, respectively.

SUMMARY OF SERVICES

The Library System serves an area comparable in size to the state of Delaware. Service is provided through the Main Library, sixteen branches, and a logistical support center. Outreach Services includes a Bookmobile, Talking Books, Books-by-Mail, Adult Literacy Tutoring, and Outreach to Day Care programs. In Fiscal Year 2015, the Library lent over 9.3 million items and answered more than 2 million reference questions.

COLLECTION

The Library provides access to holdings of over 1.96 million items and offers expanding access to electronic information. Further access to both hard copy and electronic information is provided by participation in regional, state, and national networks which allow reciprocal access to resources of all member libraries.

STAFF

The FY 2016 staffing complement consists of 474.375 FTE (full-time equivalent) employees. This number includes 125 FTE Librarians and 349.375 FTE support staff, including students.

The Library has not met staffing goals set in the Library Element of the Palm Beach County Comprehensive Plan. The FY 2016 shortfall between actual FTE support staff per Librarian and the Comprehensive Plan goal is 1.08 support staff per Librarian.

FACILITIES

The Friends of the Palm Beach County Library System, Inc. received an anonymous private donation of \$245,500 to be used exclusively toward the purchase of a new bookmobile which was placed into service in April 2016.

Multiple library branches serve as Early Voting locations and polling places during elections. As required by law, all locations distribute and collect Florida voter registration applications which are date stamped by Library staff before being forwarded to the Supervisor of Elections Office.

With the completion of the Library Expansion Program II (LEPII) in 2015, the Library System needs to maintain facilities without the benefit of a bond issue, which allowed the Library to renovate and expand buildings. Moving forward, the Library must fund ongoing small capital projects to ensure that the facilities remain safe, attractive and well-maintained.

As the County experiences increases in population and continued growth, the Library System will need to plan for additional library expansion projects and renovations. There is currently land available for government use in the Canyon Town Center in western Boynton Beach that could potentially support a library.

FINANCIAL SUPPORT

The Library's proposed budget for Fiscal Year 2017 is \$56,234,558. As in the past, we continually seek alternative revenue sources to supplement ad valorem funding.

For example:

- Impact Fees are used for opening day collections of library materials and building construction to the extent possible
- A \$55 million bond issue was approved by Library District voters in November 2002 to fund the second Library Expansion Program

The following alternative revenue sources are sought on an ongoing basis:

- Funds distributed as a part of the Universal Service Fund (E-Rate) discount program will partially defray telecommunication costs
- Commission approval to fund Impact Fees at the maximum level has been accomplished
- All other grant opportunities are explored and, where practical, applications are filed
- The Friends of the Library plan fund raising projects to purchase special equipment for new and renovated branches

Executive Summary

The Palm Beach County Library System Mission Statement, endorsed by the Library Advisory Board in February 2015, embraces the following three missions/goals:

- Connect Communities
- Inspire Thought
- Enrich Lives

This Mission Statement is the heart of our Long-Range Plan. The Library will achieve these missions/goals with objectives, strategies and tasks through the Library's major programs of service; Member Services, Research Services, Children's Activities, and Community Enrichment. These programs of service also provide the framework for our FY 2017 budget narrative and performance measures.

The Plan sets guidelines for accomplishing our mission, and it communicates our commitment to provide excellence in library service. This Plan was developed by Library staff with input from the Library Advisory Board, County Administration, and Library users.

In order to better align the Long Range Plan with the Library's new Mission Statement, staff will be updating and modernizing the Plan during the next year.

Connect Communities

This goal promotes community enrichment, economic vitality, and individual achievement by providing: access and training on the Internet and online research resources; access to electronic information from home or office; and services for the business community. Additional services to migrant workers; adult non-readers; and adult activities on literature and informational topics are provided.

The Library will respond to public interest in mobile access by enhancing online services and the Library's website for remote users. Literacy tutoring, business information services, and literary and informative activities will increase. Services to migrant and seasonal farmworkers in the Glades will continue. Services to non-English speaking residents are coordinated by a bilingual librarian located at the Main Library.

Inspire Thought

Member Services:

As part of the Library's mission statement, the Library "inspires thought" by providing the public with free access to library materials in a variety of formats. Through member services and an ever changing collection of materials, the Library provides the public the means for enhancing their lives through life-long learning.

In FY 2017, total lending is targeted to increase by 1% over FY 2015. Staff will achieve this goal by increasing holdings with emphasis on the E-book collection; updating subject areas; continuing to pursue new technologies for library member self-service; and promoting library services utilizing free media opportunities.

Research Services:

The goal of research services is to help people of all ages find information which meets their diverse personal, educational, and professional needs. Research service offered by the Library provides prompt and accurate information to all Palm Beach County residents in person, on the telephone, and electronically through email and live chat.

The FY 2017 objective is to increase by 2% over FY 2015 the number of research transactions handled. The quality of information provided will be ensured by research services staff training and development; advertising the availability of subscription online research resources; and providing services for health, government, and genealogy research.

Enrich Lives

The goal of children's activities and classes is to enrich the lives of children, the future leaders of our community, by encouraging them to develop a love of reading, learning, and libraries. The FY 2017 objective is to increase attendance at children's activities and classes by 1% over FY 2015.

Children's classes, the Summer Reading Program, and special events will provide a setting where children's confidence, reading skills, and sense of community are developed. Outreach services to day cares will present children's classes to preschoolers and teach day care providers to share books and literature with children. Kits of books and class supplies will be loaned to day care providers.

Activities and events will be presented to foster family literacy.

MISSION STATEMENT

The Palm Beach County Library System strives to

Connect Communities,
Inspire Thought,
and
Enrich Lives



***Palm Beach County Library System
Missions/Goals***

MISSION/GOAL 1: CONNECT COMMUNITIES

Promoting community enrichment, economic vitality, and individual achievement through reading and life-long learning.

MISSION/GOAL 2: INSPIRE THOUGHT

Providing the public with free access to library materials in a variety of formats; helping people of all ages find information which meets their diverse personal, educational, and professional needs.

MISSION/GOAL 3: ENRICH LIVES

Encouraging children, the future leaders of our community, to develop a love of reading, learning, and libraries.

Mission/Goal: ***Connect Communities: Promoting community enrichment, economic vitality and individual achievement through reading and life-long learning.***

Program: ***Community Enrichment***

Objective 1.1 **Increase attendance of Internet/Electronic Resources classes to 10,344 attendees (2% over FY 2015)**

Strategy 1.1.1 Present 1,200 hands-on Internet/Computer/Electronic Resources training classes for groups and individuals

Strategy 1.1.2 Increase number of community outlets for promotion of library electronic resources classes

Objective 1.2 **Support and enhance access to electronic resources by remote users**

Strategy 1.2.1 Provide and enhance access to online services related to the ILS and other electronic resources for remote users

Strategy 1.2.2 Enhance the World Wide Web home page through function and design

Objective 1.3 **Increase the number of adult literacy instructional hours provided to 10,611 hours (2% over FY 2015)**

Strategy 1.3.1 Provide support services to 125 tutors

Strategy 1.3.2 Partner with the Literacy Coalition of Palm Beach County to provide an AmeriCorps member

Mission/Goal: ***Connect Communities: Promoting community enrichment, economic vitality and individual achievement through reading and life-long learning.***

Program: ***Community Enrichment***

Objective 1.4 ***Present 86 business-related classes, workshops and events (2% over FY2015)***

Strategy 1.4.1 Present informational business, finance and consumer events to the public. Supply business reference support to library members needing additional one-on-one assistance and training.

Strategy 1.4.2 Provide support and function as a resource to the business community as well as entrepreneurs and business students

Strategy 1.4.3 Promote library services for library members who require a path for their career development and training, as well as assistance with their job search strategy.

Objective 1.5 ***Increase attendance at library activities and events for adults to 49,219 attendees (5% over FY 2015)***

Strategy 1.5.1 Investigate and facilitate a variety of literary, recreational, informative and performance-based activities

Strategy 1.5.2 Provide tools and resources to assist branch staff in the development of successful activities

Strategy 1.5.3 Organize and facilitate a variety of system-wide activities and events

Objective 1.6 ***Provide library service to migrant and seasonal farmworkers and their families***

Strategy 1.6.1 Provide library materials to migrant family centers

Strategy 1.6.2 Provide library activities and classes to migrant family centers

Mission/Goal: *Inspire Thought: Providing the public with free access to library materials in a variety of formats.*

Program: *Member Services (Circulation)*

Objective 2.1 **Increase lending of print and non-print materials to 9,444,993 items (1% over FY 2015) including service to underserved groups through the Bookmobile, Books-by-Mail and Talking Book services**

Strategy 2.1.1 Increase use of lending materials through service improvements and promotional activities

Strategy 2.1.2 Increase lending of the Spanish collection to 102,719 items (1% over FY 2015)

Strategy 2.1.3 Provide four bibliographic and Reader’s Advisory instructional opportunities for public service staff

Objective 2.2 **Increase lending of outreach materials to daycare centers, Talking Books for the Blind, Books-By-Mail, Book-Club-In-A-Bag, and Bookmobile members to 225,623 items (1% over FY 2015)**

Strategy 2.2.1 Provide bookmobile service to 35 or more regularly scheduled stops, reaching seniors, adults, and children who live more than three miles from a branch library or are recognized as underserved communities

Strategy 2.2.2 Provide large and regular print books to at least 1,200 homebound residents with Books-By-Mail Service

Strategy 2.2.3 Provide Talking Books Service to at least 2,000 visually impaired residents

Objective 2.3 **Increase the number of cardholders to 619,747 cardholders (1% over FY 2015) and the number of library visits to 4,240,579 visits (1% over FY 2015)**

Strategy 2.3.1 Implement an Integrated Marketing Plan to reach underserved communities

Strategy 2.3.2 Promote library services utilizing social media and other free media opportunities

Strategy 2.3.3 Use “Word of Mouth Marketing” to increase number of cardholders and visitors

Mission/Goal: *Inspire Thought: Providing the public with free access to library materials in a variety of formats.*

Program: *Member Services (Circulation)*

Objective 2.4 **Furnish a collection of material including e-books that provides 2.12 holdings per capita**

Strategy 2.4.1 Select, order, catalog and process library materials at a level which will help achieve the overall goal of 2.12 holdings per capita

Strategy 2.4.2 Increase e-books holdings to 76,515 items (2% increase over FY 2015)

Strategy 2.4.3 Identify and select replacement materials in the print collection that need to be updated

Objective 2.5 **Seek and implement technological solutions to improve the efficiency of lending/borrowing functions related to the ILS**

Strategy 2.5.1 Seek ways to improve staff use of the ILS lending/borrowing system and related modules

Strategy 2.5.2 Seek ways to improve ILS library member self-service lending/borrowing functions

Strategy 2.5.3 Seek ways to improve efficiency and reduce costs related to library member account notification

Strategy 2.5.4 Seek ways to improve the usability of public PCs

Mission/Goal: *Inspire Thought: Helping People of all ages find information which meets their diverse personal, educational, and professional needs.*

Program: *Research Services (Reference and Information)*

- Objective 3.1** **Increase the number of research transactions handled to 2,129,642 transactions (2% over FY 2015)**
- Strategy 3.1.1 Provide training for research and paraprofessional staff to better utilize new and existing research resources and services
- Strategy 3.1.2 Increase awareness of research services through promotional activities
- Strategy 3.1.3 Provide health and medical research services and activities through the Consumer Health Information Service
- Objective 3.2** **Increase library member transactions (usage statistics) for the GRS Government, Genealogy and Legal web pages to 19,811 transactions (1% over FY 2015)**
- Strategy 3.2.1 Promote the GRS web pages via group e-mail, handouts and programs
- Strategy 3.2.2 Link GRS, Genealogy and Legal web pages with other agency and organization websites
- Objective 3.3** **Increase usage of online research tools to 184,150 transactions (2% over FY 2015)**
- Strategy 3.3.1 Recommend new or alternative online research tools
- Strategy 3.3.2 Promote awareness of online research tools
- Strategy 3.3.3 Provide printing, scanning and fax services to the public

Mission/Goal: *Enrich Lives: Encouraging children, the future leaders of our community, to develop a love of reading, learning and libraries.*

Program: *Children's Activities & Classes (Children's Programs)*

Objective 4.1 **Increase attendance at children's classes and multimedia activities presented for infants, children and teens to 219,564 attendees (1% over FY 2015)**

Strategy 4.1.1 Circulate 30,500 Story Collection materials for children's classes

Strategy 4.1.2 Participate in the State Summer Reading Program by registering 10,000 children and teens

Objective 4.2 **Increase the lending of ABC Kits to 2,577 kits (1% over FY 2015)**

Strategy 4.2.1 Increase attendance at ABC Kit story time classes to 385,269 attendees (3% over FY 2015)

Strategy 4.2.2 Register ten new child care facilities for the ABC Kit Program

Strategy 4.2.3 Increase the ABC Kit collection to 1,238 kits (1% over FY 2015)

Objective 4.3 **Promote Family Literacy Services through outreach to community**

Strategy 4.3.1 Provide family literacy information

Strategy 4.3.2 Promote 14th annual Families Reading Together Campaign

Mission/Goal: ***Connect Communities: Promoting community enrichment, economic vitality and individual achievement through reading and life-long learning.***

Program: ***Community Enrichment***

- Objective 1.1** Increase attendance of Internet/electronic resources classes by 2% over FY 2016
- Objective 1.2** Support and enhance access to electronic resources by remote users
- Objective 1.3** Increase the number of adult literacy instructional hours provided by 2% over FY 2016
- Objective 1.4** Increase business-related classes, workshops and events by 2% over FY2016
- Objective 1.5** Increase attendance at activities and events for adults by 5% over FY 2016
- Objective 1.6** Provide library service to migrant and seasonal farm workers and their families

Mission/Goal: ***Inspire Thought: Providing the public with free access to library materials in a variety of formats.***

Program: ***Member Services (Circulation)***

- Objective 2.1** Increase lending of print and non-print materials by 1% over FY 2016 including service to underserved groups through the Bookmobile, Books-by-Mail and Talking Book services.
- Objective 2.2** Increase lending of outreach materials to daycare centers, Talking Books for the Blind, Books-By-Mail, Book-Club-In-A-Bag, and Bookmobile members by 1% over FY 2016
- Objective 2.3** Increase the number of cardholders by 1% over FY 2016 and the number of library visits by 1% over FY 2016
- Objective 2.4** Furnish a collection of material including e-books that provides 2.12 holdings per capita
- Objective 2.5** Seek and implement technological solutions to improve the efficiency of lending/borrowing functions related to the ILS

Mission/Goal: *Inspire Thought: Helping People of all ages find information which meets their diverse personal, educational, and professional needs.*

Program: *Research Services (Reference and Information)*

Objective 3.1 Increase the number of research transactions handled by 2% over FY 2016

Objective 3.2 Increase research transactions from community organizations and government agencies by 2% over FY 2016

Objective 3.3 Increase usage of online research tools by 2% over FY 2016

Mission/Goal: *Enrich Lives: Encouraging children, the future leaders of our community, to develop a love of reading, learning and libraries.*

Program: *Children's Activities and Classes (Children's Programs)*

Objective 4.1 Increase attendance at children's classes and multimedia activities presented for infants, children and teens by 3% over FY 2016

Objective 4.2 Increase the lending of ABC Kits by 1% over FY 2016

Objective 4.3 Promote Family Literacy Services through outreach to community

Mission/Goal: ***Connect Communities: Promoting community enrichment, economic vitality and individual achievement through reading and life-long learning.***

Program: ***Community Enrichment***

- Objective 1.1** Increase attendance of Internet/electronic resources classes by 2% over FY 2017
- Objective 1.2** Support and enhance access to electronic resources by remote users
- Objective 1.3** Increase the number of adult literacy instructional hours provided by 1% over FY 2017
- Objective 1.4** Increase business-related classes, workshops and events by 2% over FY2017
- Objective 1.5** Increase attendance at activities and events for adults by 5% over FY 2017
- Objective 1.6** Provide library service to migrant and seasonal farm workers and their families

Mission/Goal: ***Inspire Thought: Providing the public with free access to library materials in a variety of formats.***

Program: ***Member Services (Circulation)***

- Objective 2.1** Increase lending of print and non print materials by 1% over FY 2017 including service to the underserved groups through the Bookmobile, Books-by-Mail and Talking Book services
- Objective 2.2** Increase lending of outreach materials to daycare centers, Talking Books for the Blind, Books-By-Mail, Book-Club-In-A-Bag, and Bookmobile members by 1% over FY 2017
- Objective 2.3** Increase the number of cardholders by 1% over FY 2017 and the number of library visits by 1% over FY 2017
- Objective 2.4** Furnish a collection of material including e-books that provides 2.12 holdings per capita
- Objective 2.5** Seek and implement technological solutions to improve the efficiency of lending/borrowing functions related to the ILS

Mission/Goal: ***Inspire Thought: Helping People of all ages find information which meets their diverse personal, educational, and professional needs.***

Program: ***Research Services (Reference and Information)***

Objective 3.1 Increase the number of research transactions handled by 2% over FY 2017

Objective 3.2 Increase research transactions from community organizations and government agencies by 2% over FY 2017

Objective 3.3 Increase usage of online research tools by 2% over FY 2017

Mission/Goal: ***Enrich Lives: Encouraging children, the future leaders of our community, to develop a love of reading, learning and libraries.***

Program: ***Children's Classes and Activities (Children's Programs)***

Objective 4.1 Increase the attendance at story time classes and multimedia presented for infants, children and teens by 3% over FY 2017

Objective 4.2 Increase the circulation of ABC Kits by 1% over FY 2017

Objective 4.3 Promote Family Literacy Services through outreach to community

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CHAPTER 2000-405

House Bill No. 971

An act relating to Palm Beach County; providing for codification of special laws regarding special districts pursuant to Chapter 189, Florida Statutes, relating to the Palm Beach County Library District, a dependent special taxing district in Palm Beach County; amending, codifying, and repealing chapters 67-1869, 76-460, and 86-431, Laws of Florida; ratifying and confirming the creation and establishment of the Palm Beach County Library District; providing definitions; providing for a library advisory board; providing operating rules and procedures; providing for budget and reports; providing for contractual service; providing for title of library to be in county; providing for receipt of gifts and bequests; providing for taxation and contracts; providing for a county library fund; providing an effective date.

Be It Enacted by the Legislature of the State of Florida:

Section 1. Pursuant to chapter 189, Florida Statutes, this act constitutes the codification of all special acts relating to the Palm Beach County Library District. It is the intent of the Legislature in enacting this law to provide a single, comprehensive special act charter for the district, including all current legislative authority granted to the district by its several legislative enactments.

Section 2. Chapter 67-1869, Laws of Florida, chapter 76-460, Laws of Florida, and chapter 86-431, Laws of Florida, relating to the Palm Beach County Library District, are codified, reenacted, amended, and repealed as herein provided.

Section 3. The Palm Beach County Library District is re-created and reenacted to read:

Section 1. Short title.—This act shall be known and may be cited as the “Palm Beach County Library District Act.”

Section 2. Palm Beach County Library District Charter.—It is the intent of this act to create a Palm Beach County Library District for which the governing body will be the Board of County Commissioners of Palm Beach County, for the purpose of establishing, operating, and maintaining a free public library or providing for contractual library services for the benefit and use of the residents of Palm Beach County, who are taxed for such library or library service. This taxing district shall be subject to chapter 120, Florida Statutes, as it pertains to the Florida Administrative Procedure Act, when applicable.

A. Definitions.—As used in this chapter, the following words and terms shall have the following meanings, unless some other meaning is clearly indicated:

(1) “Library advisory board” shall refer to a board of citizens, which shall represent the board of county commissioners in matters pertaining to county free public libraries or free public library service. This shall include, but not be limited to, matters of policy, budgeting, and employment of the head librarian.

(2) “Commission” shall mean the Board of County Commissioners of Palm Beach County.

(3) “Contractual library service” shall refer to the library service provided by the county to its residents by means of a contractual arrangement.

(4) “District” shall refer to the Palm Beach County Library District which shall include all taxable property within the county not already taxed for library purposes by a municipality.

(5) “Palm Beach County Library System” or “library system” shall refer to the entity created by the district to provide free public library services.

B. Organization for administration of the library system.—The responsibility for operating and maintaining the library system shall be delegated to a head librarian, qualified according to standards established by the library advisory board.

C. Library advisory board.—The commission shall appoint a citizens advisory board to represent them in administering the library system. The library advisory board shall select the head librarian, and make policy and budget decisions subject to the approval of the commission. The commission shall appoint the library advisory board to consist of at least seven (7) and not more than fifteen (15) citizens of the district, and establish qualifications and terms for membership. The library advisory board shall serve without pay, but may be reimbursed for actual expenses subject to the approval of the commission.

D. Operating rules and procedures.—The library advisory board may establish such rules, regulations, and procedures as are deemed necessary for the operation of the library system; provided, however, that no such rule, regulation, or procedure shall conflict with any law, statute, or regulation established by the Legislature of this state or the commission of the county.

E. Budgets; reports.—Budgets and reports shall be prepared and filed by the head librarian in accordance with instructions and regulations of the commission, but in no case shall the budget be filed later than July 1 of each year or the annual report later than January 1 for the preceding fiscal year.

F. Contractual library service.—In carrying out the provisions of this chapter, the commission may either acquire and provide for the maintenance and operation of a free public library for the county, or may provide free library service to the citizens of the county by entering into a contract therefor with any municipality or municipalities, or both, with any nonprofit library corporation or association in Palm Beach County owning a free public library, or with any other county or municipality in the state owning a free public library. Any municipality or any nonprofit library corporation

or association owning a free public library in Palm Beach County may enter into a contract with the county to receive services including, but not limited to, library materials and technical assistance from the library system upon such terms as may be agreed upon by the county and the governmental body of the library contracting therewith.

G. Title of library to be in the county.—The title and ownership of all land, buildings, facilities, equipment, and library materials constructed or acquired by or on behalf of the library library system shall be in Palm Beach County.

H. Gifts and bequests.—The commission is authorized to receive on behalf of the district any gift, bequest, or devise for the library system or for use in the county contractual library service.

I. Taxation and contracts.—

(1) In order to establish and maintain a free public library or to provide contractual library services, the commission may levy an annual tax, in the same manner and at the same time as other county taxes, upon all taxable property within the district, and may thereafter enter into a contract with any municipality in Palm Beach County to furnish free public library service upon terms to be agreed upon by the county and the governing body of the library contracting therewith.

(2) Any municipality owning or operating a public library, or any non-profit library corporation or association in Palm Beach County owning a free public library, may enter into a contract with the commission to furnish or receive any library service upon terms to be agreed upon by the parties thereto, or any municipality without a free public library may enter into a contract with the commission to receive library service upon the terms to be agreed upon by the county and the governing body of the municipality.

J. County library fund.—

(1) All funds of the district, whether derived from taxation or otherwise, shall constitute a separate fund to be known as the county library fund, and shall be expended only for library purposes. The expenses incurred by the library system shall be paid by warrants drawn by the commission, payable out of the county library fund. At the end of each fiscal year, all moneys unexpended in the county library fund shall be appropriated as part of this fund for the subsequent fiscal year.

(2) The commission shall not make expenditures in any year in excess of the amount available for library purposes.

(3) Library capital improvements may be funded by:

(a) A multi-year levy; or

(b) Bonds issued by the commission; or

(c) As part of the annual tax; or

(d) Any appropriate public funding source.

(4) The commission is hereby authorized to submit a referendum for library capital improvements to the voters of the district.

(5) Upon approval of a majority of the voters of the district voting, the commission shall levy the voter approved millage for the number of years likewise approved, or authorize the issuance of bonds and necessary millage for debt service.

(6) Library capital improvements may include:

(a) Acquisition of library sites.

(b) Acquisition, construction, or renovation of buildings.

(c) Acquisition of bookmobiles.

(d) Acquisition of initial furniture and equipment.

(e) Acquisition and processing of initial library material collections.

(7) If any municipality not a part of the district chooses to enter the district, that municipality must transfer resources currently being used to provide public library service and/or such other resources as would be required for the library system to provide to the residents of the entering municipality comparable library service to that provided throughout the district.

Section 4. The provisions of this act shall be liberally construed in order to carry out effectively the purposes of this act.

Section 5. It is declared to be the legislative intent that if any section, subsection, sentence, clause, or provision of this act is held invalid, the remainder of this act shall not be affected.

Section 6. Chapters 67-1869, 76-460, and 86-431, Laws of Florida, are repealed.

Section 7. This act shall take effect upon becoming a law.

Approved by the Governor May 22, 2000.

Filed in Office Secretary of State May 22, 2000.

PALM BEACH COUNTY LIBRARY SYSTEM

(LIBRARY DISTRICT)

The Palm Beach County Library Taxing District consists of the county's unincorporated area and the following municipalities:

Atlantis

Belle Glade

Briny Breezes

Cloud Lake

Glen Ridge

Greenacres

Haverhill

Hypoluxo

Juno Beach

Jupiter

Jupiter Inlet Colony

Lake Clarke Shores

Loxahatchee Groves

Mangonia Park

Ocean Ridge

Pahokee

Palm Beach Gardens

Palm Beach Shores

Royal Palm Beach

South Bay

South Palm Beach

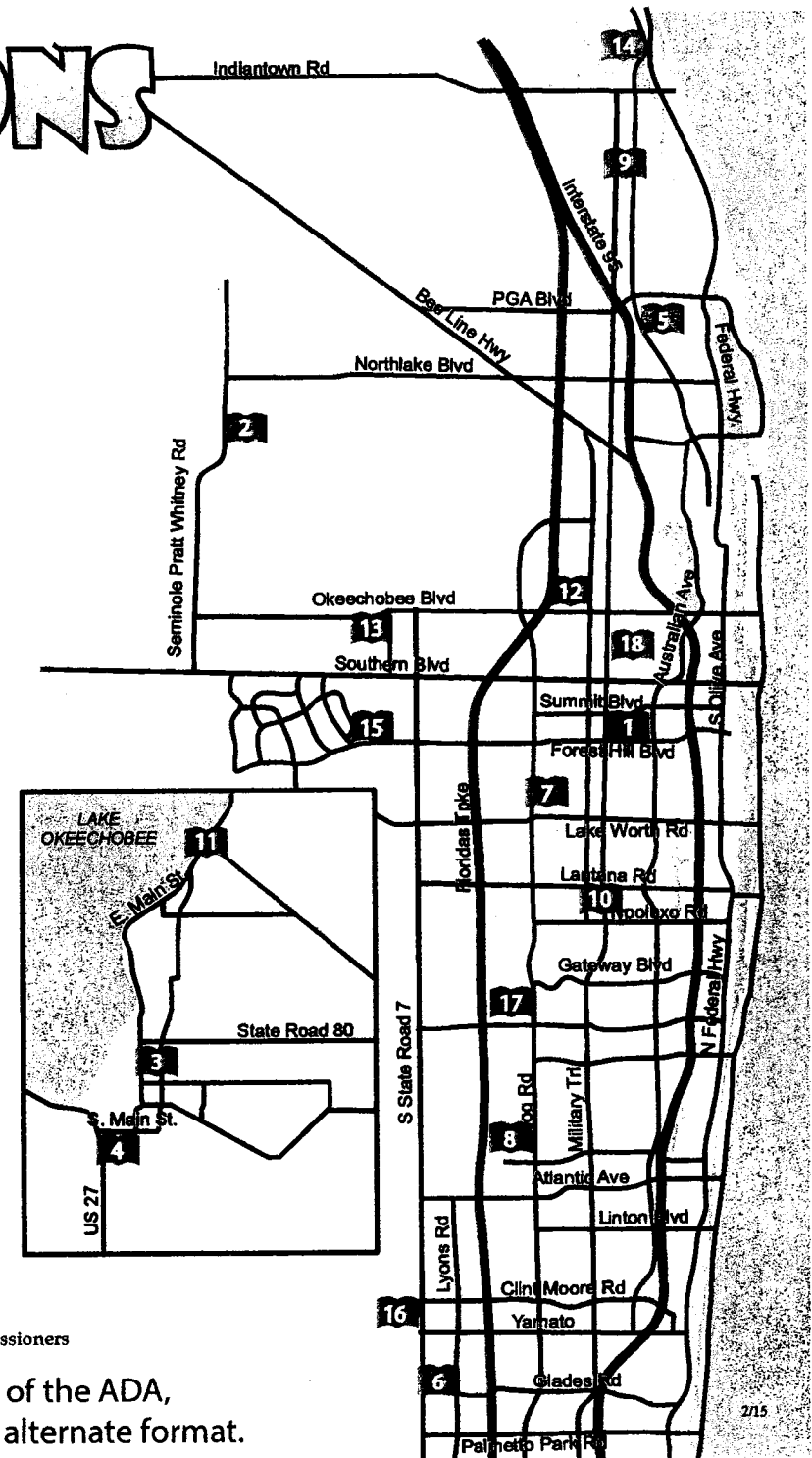
Tequesta


Wellington

Westlake

LIBRARY LOCATIONS

1. **Main Library**
3650 Summit Blvd.
West Palm Beach 33406
Phone: 561-233-2600
Mon-Thu, 9:00 am - 9:00 pm
Fri, 9:00 am - 6:00 pm
Sat, 9:00 am - 5:00 pm
Sun, Noon - 5:00 pm
2. **Acreage Branch**
15801 Orange Blvd.
Loxahatchee 33470
Phone: 681-4100
Mon-Thu, 10:00 am - 9:00 pm
Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
Sun, Noon - 5:00 pm
3. **Belle Glade Branch**
725 NW 4th Street
Belle Glade 33430
Phone: 561-996-3453
Mon-Wed, 10:00 am - 8:00 pm
Thu-Sat, 10:00 am - 5:00 pm
4. **Clarence E. Anthony Branch**
375 S.W. 2nd Avenue
South Bay 33493
Phone: 561-992-8393
Mon & Wed, 11:00 am - 7:00 pm
Tue, Thu-Sat, 9:00 am - 5:00 pm
5. **Gardens Branch**
11303 Campus Drive
Palm Beach Gardens 33410
Phone: 561-626-6133
Mon-Thu, 10:00 am - 9:00 pm
Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
Sun, Noon - 5:00 pm
6. **Glades Road Branch**
20701 95th Avenue South
Boca Raton 33434
Phone: 561-482-4554
Mon-Wed, 10:00 am - 8:00 pm
Thu-Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
7. **Greenacres Branch**
3750 Jog Road, Greenacres 33467
Phone: 561-641-9100
Mon-Tue, 10:00 am - 8:00 pm
Wed-Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
8. **Hagen Ranch Road Branch**
14350 Hagen Ranch Road
Delray Beach 33446
Phone: 561-894-7500
Mon-Wed, 9:00 am - 8:00 pm
Thu-Fri, 9:00 am - 6:00 pm
Sat, 9:00 am - 5:00 pm
Sun, Noon - 5:00 pm
Adult Literacy
Phone: 561-894-7510
By Appointment Only
9. **Jupiter Branch**
705 Military Trail, Jupiter 33458
Phone: 561-744-2301
Mon-Thu, 9:00 am - 8:00 pm
Fri, 9:00 am - 6:00 pm
Sat, 9:00 am - 5:00 pm
Sun, Noon - 5:00 pm
10. **Lantana Road Branch**
4020 Lantana Road
Lake Worth 33462
Phone: 561-304-4500
Mon-Thu, 10:00 am - 9:00 pm
Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
Sun, Noon - 5:00 pm
11. **Loula V. York Branch**
525 Bacom Point Road
Pahokee 33476
Phone: 561-924-5928
Mon & Wed, 11:00 am - 7:00 pm
Tue, Thu-Sat, 9:00 am - 5:00 pm
12. **Okeechobee Boulevard Branch**
5689 Okeechobee Blvd.
West Palm Beach 33417
Phone: 561-233-1880
Mon-Wed, 10:00 am - 8:00 pm
Thu-Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
13. **Royal Palm Beach Branch**
500 Civic Center Way
Royal Palm Beach 33411
Phone: 561-790-6030
Mon-Wed, 9:00 am - 8:00 pm
Thu-Fri, 9:00 am - 6:00 pm
Sat, 9:00 am - 5:00 pm
14. **Tequesta Branch**
461 Old Dixie Highway North
Tequesta 33469
Phone: 561-746-5970
Mon-Wed, 10:00 am - 8:00 pm
Thu-Sat, 10:00 am - 5:00 pm
15. **Wellington Branch**
1951 Royal Fern Drive
Wellington 33414
Phone: 561-790-6070
Mon-Thu, 10:00 am - 9:00 pm
Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
Sun, Noon - 5:00 pm
16. **West Boca Branch**
18685 State Road 7
Boca Raton 33498
Phone: 561-470-1600
Mon-Thu, 10:00 am - 9:00 pm
Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
Sun, Noon - 5:00 pm
17. **West Boynton Branch**
9451 Jog Road
Boynton Beach 33437
Phone: 561-734-5556
Mon-Thu, 10:00 am - 9:00 pm
Fri, 10:00 am - 6:00 pm
Sat, 10:00 am - 5:00 pm
Sun, Noon - 5:00 pm
18. **Outreach Services**
Talking Books: 561-649-5486
By Appointment Only



Palm Beach County

LIBRARY
www.pbclibrary.org System
Dream. Discover. Do.



Palm Beach County Board of County Commissioners

In accordance with the provisions of the ADA,
 this document may be requested in an alternate format.