



LIBRARIES DIVISION – Administration MN8
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MEMORANDUM

DATE: March 24, 2014
TO: Susan Friend, CPA, Director
Accounting Division
FROM: Skye Patrick, Director
Libraries Division
SUBJECT: 2014 Florida Library Association – Annual Conference and Exhibits

I respectfully request approval of the attached 13 travel requests for Libraries Division staff to attend the **2014 Annual Florida Library Association (FLA) Conference and Exhibits**. The Conference will be held in Orlando, Florida, May 7 through May 9, 2014. This group of travelers includes four conference planning committee members that attended this event in 2013 (Stephen Grubb, Lisa Manners, Katherine Reusze and Carol Russo); additionally one traveler is a conference program presenter (Sarah Priester).

The Division recognizes that the FLA Conference is an exceptional forum for professional development and provides libraries staff invaluable learning opportunities. Attendance will enable libraries staff to enhance their skills by networking and exchanging professional information with other public library professionals. Due to its proximity to Broward County, this conference affords all staff a greater opportunity for attendance.

Estimated travel expenses in the amount of \$6,305.54 will be funded through donations made to the Libraries Donation Trust Fund by Friends of the Library groups. County funding will be used to support travel expenses in the estimated amount of \$5,100.66, totaling \$11,406.20.

In 2013, the Board of County Commissioners authorized travel for 14 Division staff to attend this conference; funding was provided by various Friends of the Broward County Library groups and the Libraries Division.

Your consideration of this request is appreciated.

SP:kcc

Attachments

FLORIDA LIBRARY ASSOCIATION ANNUAL CONFERENCE ORLANDO, FLORIDA MAY 7-9, 2014						
Staff Traveler	Location	Classification	Previous Attendance	Presenter or Committee Member	General Fund Estimate	Trust Fund Estimate
Arocho, Manuel	Dania Beach Library	Librarian I		NO		\$961.48
Karnosh, Melissa	South Regional/Broward College	Librarian III		NO		\$971.62
Manners, Lisa*	Southwest Regional Library	Assistant Regional Library Mgr	2013, 2012, 2011	YES		\$565.28
Priester, Sarah	Northwest Regional Library	Librarian II		YES		\$940.08
Reusze, Katherine	North Regional/Broward College	Librarian II	2013	YES		\$936.43
Russo, Carol*	Northwest Regional Library	Assistant Regional Library Mgr	2013, 2012, 2011	YES		\$565.28
Tavernier, Leasha	Miramar Branch Library	Librarian I		NO		\$965.37
Aizic, Kenneth	Southwest Regional Library	Librarian I		NO	\$565.75	\$400.00
Grubb, Stephen	Libraries Admin - E-Services	Library Specialist IV	2013, 2012	YES	\$944.00	
Morris, Sharon	Libraries Admin - Customer Service	Library Specialist IV	2011	NO	\$947.36	
Murray, Nancy	Libraries Admin - Youth Services	Library Specialist III		NO	\$954.15	
Robinson, Nadine	Jan Moran Collier City Library	Librarian II		NO	\$745.25	
Wallace, Andrea	Imperial Point Branch Library	Librarian I		NO	\$944.15	
*ESTIMATED EXPENSES LOWER THAN AVERAGE DUE TO SHARED HOTEL						
				Estimated Total	\$5,100.66	\$6,305.54