Flagler County Board of County Commissioners
Consent: BOCC Departments / Agenda Item 7.e.

Meeting Date: October 5, 2026
Department Contact: Holly Albanese, Library Director
Subject: **Approval of the Re-Appointment of Ms. Jeanne Nix to the Library Board of Trustees (LBOT).**

Overview/Summary:
The Commission has received one (1) application for re-appointment to this Board. Ms. Nix is a Flagler County resident and a registered voter.

Function: Established in accordance with Flagler County Code Section 25. The Board's function is to establish policies regarding the delivery of public library services and to report to the Board and citizens of the County at least once a year regarding the status, progress, and needs of the library in regard to the provision of these services.
Membership: Consists of seven (7) members appointed by the Board.
Appointment Terms: Three-year staggered terms
Meeting Date/Time: Meets monthly the First Tuesday at 4:30 pm.
Staff Liaison: Holly Albanese, Library Director

Current Term	Membership Appointment	(Initial Appointment Date)
03/20/2026 – 03/20/2029	Ms. Nancy Bettencourt	(03/20/2023)
07/10/2023 – 07/10/2029	Sharon B. Atack	(Appt 06/07/1993)
09/06/2023 – 09/06/2026	Ms. Jeanne Nix	(Appt 09/06/2020)
03/03/2025 – 03/03/2028	Mr. Donald O'Brien Jr	(Initial Term)
08/04/2025 – 08/04/2028	Ms. Rebecca Long	(Initial Term)
09/03/2025 – 09/03/2028	Ms. Safiya Soares	(Initial Term)
12/01/2025 – 12/01/2028	Ms. Helen VanDerhyden	(Initial Term)

Vacancies are advertised on the County's website www.FlaglerCounty.gov. If additional applications are received, they will be presented to the Board prior to the meeting.

Strategic Plan:
Focus Area: Effective Government
Goal 2 – Build & Maintain Relationships to Support Effective & Efficient Government

Funding Information:
N/A

Recommendations:
Staff recommends that the Board approve the re-appointment of Ms. Jeanne Nix to the Library Board of Trustees, for a three-year term from September 6, 2026, to September 6, 2029.

Attachments:

1. Library Board of Trustees - Request reappointment - Nix, J. - Redacted
2. Library Board of Trustees - Application - Nix, J. - Redacted
3. 2026 09 14 Letter of Reappointment LBOT - Nix, Jeanne - exp 2029 09 06 - Redacted
4. Library Board of Trustees - Request reappointment - Nix, J.
5. Library Board of Trustees - Application - Nix, J.
6. 2026 09 14 Letter of Reappointment LBOT - Nix, Jeanne - exp 2029 09 06
7. CN - Board Appt LBOT Jeanne Nix - 0) SR

Board of County Commissioners

1769 E. Moody Blvd, Bldg 2
Bunnell, FL 32110

FLAGLER COUNTY
FLORIDA

www.FlaglerCounty.gov
Phone: (386) 313-4001

Electronically Sent
September 6, 2026

Ms. Jeanne Nix
[REDACTED]
Palm Coast, FL [REDACTED]

Dear Ms. Nix:

Thank you for serving as a member of the Flagler County Library Board of Trustees. The time and effort you have given is greatly appreciated! As you may be aware, your current appointment expires on September 6, 2026.

We hope you will consider seeking reappointment.

If you are interested in continued participation, please indicate below. Return this letter and the reappointment application no later than September 14, 2026 for consideration by the Board of County Commissioners at an upcoming meeting.

☒ Please consider my reappointment
Signature: Jeanne Nix

☐ I do not wish to be reappointed
Signature: _____

Thank you for your attention to this matter and for your serving on the Flagler County Library Board of Trustees.

If you have any questions, please do not hesitate to contact us (386) 313-4001.

Kind Regards,

C: Holly Albanese, Library Director

Andy Dance District 1 | **Greg Hansen** District 2 | **Kim Carney** District 3 | **Leann Pennington** District 4 | **Pam Richardson** District 5

Flagler County Board of County Commissioners
Volunteer Advisory Board and Committee
General Application

☐ New Application ☒ Reappointment Request

Name: Jeanne Nix Date: September 6, 2026

Mailing Address: [REDACTED], Palm Coast, FL [REDACTED]

Physical Address *(if different)*:

County of Residence: Flagler Are you a registered voter? yes

Email: [REDACTED] Years in Flagler: 25

Phone: [REDACTED] ☐ Office ☐ Home ☒ Cell

Phone: ☐ Office ☐ Home ☐ Cell

Advisory Board/Committee Applying for: Library Board of Trustees

What aspect of this Board/Committee interests you?

As a retired English teacher, all aspects of community literacy interest me. Also, as a parent and grandparent, I believe that children's programming is important to a vibrant community.

Describe your training and/or experience that would make you a good fit for this position:

My 25 years of teaching - 12 years in Orange County (Florida) and 13 years in Flagler County (Matanzas High School).

What contributions do you feel you could make to this Board/Committee should you be selected?

I listen well and prepare for the meetings ahead of time, I.e., reading materials to be discussed. In addition, I am a library patron and borrow digital books regularly and attend various workshops offered by the library.

Have you ever served on a Flagler County appointed Board/Committee?

☐ No ☒ Yes, if so, please identify those on which you have served:

Advisory Board / Committee	Dates Served
Library Board of Trustees	2020-2023 & 2023-2026

Education: AB Smith college, MS Georgetown University

Business (name & type): realtor

Business Address: Realty Executives Oceanside, 235 Palm Coast Parkway ne, Palm Coast

Business Phone: [REDACTED] Position: realtor

Applicable Professional Organization Memberships:
National Association of Realtors

As an applicant, you are encouraged to provide additional information (including a cover letter and/or resume) to better explain your qualifications for the position for which you are making application. This information will aid in the decision of the County Commission when making appointments.

Additional Information you wish to share:

If appointed, I will attend meetings in accordance with the adopted policies of Flagler County. If at any time my business or professional interests' conflict with the interests of the Advisory Board or Committee, I will sign the appropriate (Form 8B) and excuse myself from participating in such deliberations. I understand that if appointed, I will serve at the pleasure of the Board of County Commissioners.

Applicant Signature

9/6/2026
Date

Email Application To: halbanese@flaglercounty.gov
**Please note a hard copy is not required.*

Flagler County BOCC
Attn: Administration
1769 E. Moody Blvd., Building 2, Suite 302, Bunnell, FL 32110

Additional Questions: (386) 313-4001

Board of County Commissioners

1769 E. Moody Blvd. Bldg. 2
Bunnell, FL 32110

FLAGLER COUNTY FLORIDA

www.FlaglerCounty.gov
Phone: (386) 313-4001

October 5, 2026
Electronically sent [REDACTED]

RE: Flagler County Library Board of Trustees

Dear Ms. Nix:

Congratulations on your reappointment to the Library Board of Trustees. We appreciate your willingness to serve the citizens of Flagler County in this capacity. The Flagler County Board of County Commissioners approved your reappointment at their meeting and this three-year term will expire on September 6, 2029.

The Flagler County Advisory Board Member Orientation Packet and Library Board of Trustees current membership list are included with this letter. This packet provides information regarding your role as an advisory board member, the role of the staff liaison, as well as Sunshine Law and Public Records Law guidelines.

Library Board of Trustees Meeting Information:

Meetings: 1st Tuesday of the Month at 4:30 p.m.
Location: Flagler County Library, 2500 Palm Coast Parkway NW, Palm Coast, FL
Staff Liaison: Holly Albanese, Library Director
(386) 313-4078 – halbanese@flaglercounty.gov

On behalf of the Flagler County Board of County Commissioners, we extend our best wishes for success and our appreciation for your continued involvement.

Sincerely,

Leann Pennington, Chair
Flagler County Board of County Commissioners

Enclosures
C: Holly Albanese, Library Director, Liaison Library Board of Trustees

Andy Dance District 1 | **Greg Hansen** District 2 | **Kim Carney** District 3 | **Leann Pennington** District 4 | **Pam Richardson** District 5