

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

August 11, 2016
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

Library Board Present: Lisa Franchina (8/0); Ted Maines (11/1 - City);
Marucci Guzmán (8/1); Hernan Tagliani (11/2 - City);
Richard Maladecki (8/2)

Library Board Absent:

Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Wendi Bost;
Craig Wilkins; Debbie Tour; Milinda Neusaenger

- 16-097 I. **Call to Order**
President Franchina called the meeting to order at 6:01 p.m.
- 16-098 III. **Approval of Minutes: Library Board of Trustees Meeting ~ July 11, 2106**
Trustee Maladecki, seconded by Trustees Maines, moved to approve the minutes for the July 11, 2016 Library Board of Trustees Meeting. Motion carried 5-0.
- 16-099 IV. **Staff Presentation: Augmented Reality Video ~ Cassie Shivers**
- 16-100 V. **Financial Statements and Summaries: July 2016**
Brief discussion ensued regarding tax monies received, revenue line items and the renovation plan for outside of the Library Downtown.
- 16-101 VI. **Statistics and Summaries: July 2016**
Assistant Director Moss stated new registrations are down in the month of July. Discussion ensued regarding the impact the marketing campaign has had on the usage statistics so far. Preliminary results should be ready in October.
- 16-102 VII. **Action Items: Consent Agenda**
Trustee Maladecki, seconded by Trustee Tagliani, moved to approve the items on the Consent Agenda. Motion carried 5-0
- 16-103 **Board Meeting Schedule: FY 2017**
The Board approved the Board of Trustees Meeting Schedule for FY 2017.
- 16-104 **State Aid to Libraries Documents: FY 2017**
The Board approved the documents listed below as required by the Florida Department of State, Division of Library and Information Services, in order for the Orange County Library System to be eligible for a State Aid to Libraries Grant for the Fiscal Year ending September 30, 2017:
- (a) State Aid to Libraries Grant Agreement
 - (b) Annual Plan of Service - FY 2017
- 16-105 **Strategic Plan: FY 2017 to FY 2019**
The Board adopted the updated Library Strategic Plan for FY 2017 to FY 2019.

- 16-106 **Request to Serve Alcohol at an After-Hours Event**
In accordance with the Board-approved policy, The Board authorized the serving of alcoholic beverages at the Booktoberfest event on October 7, 2016 at the Orlando Public Library.
- 16-107 **Action Items: Non-Consent Agenda**
- 16-108 **Basement Underdrain Project ~ Contractor Ranking: Steve Powell**
Trustee Tagliani, seconded by Vice President Guzmán, moved to approve the following ranking of contractors for the Main Library Basement Underdrain Project and authorize staff to attempt to negotiate a Stipulated Sum contract with Cathcart Construction Company.
1. Cathcart Construction Company, LLC
 2. Cloud9 Services, Inc.
- Motion carried 5-0.
- 16-109 **Computer Purchase: Ricardo Viera**
Brief discussion ensued regarding the Library's computer recycling procedures. Older computers are recycled with a company and the Library receives compensation for them. Trustee Tagliani, seconded by Trustee Maines, moved to authorize staff to purchase 113 computers/laptops for \$107,813 from Dell reflecting the two low bids.
Motion carried 5-0.
- 16-110 VIII. **Discussion and Possible Action Items**
- 16-111 **Director's Evaluation & Personnel Committee: President Lisa Franchina**
President Franchina as Chair of the Personnel Committee, is charged with the annual evaluation of Director Hodel. She invited Vice President Guzmán to be on the Committee and she accepted. President Franchina asked the Board at Large if anyone else would like to be on the Committee and Trustee Tagliani stated he would like to participate. President Franchina also invited Crockett Bohannon - President of the Friends of the Library to participate on the Committee. He too accepted.
- 16-112 **Bluespark Reference Statement**
The Board is satisfied with the Bluespark Reference Statement as it is written. They felt that changes are not needed.
- 16-113 IX. **Information**
- 16-114 **Director's Report**
- OCLS now has six books submitted from three authors for ePULP review. Currently, the submissions are being reviewed. Next, the submissions will be available on the review site for Managers to critique. Then the e-books will be available to the public in September. Full marketing will be implemented in October. A great big THANK YOU to the Digital Content, IS and Acquisitions teams for all of their work in getting this dream to be reality!
 - We have awarded 18 of the 75 Career Online High School scholarships that have been allotted to us. We are excited about having 3 graduates with a few more close behind.
 - The Knight campaign, "Free Yourself" will not launch before January 2017.

● Summer BreakSpot was a hit at OCLS. Last year it was 10 weeks at 2 locations, this year lasted for 8 weeks at 4 locations. We had the OCPS school bus and food truck serving meals and staff engaging kids and their caregivers with activities. It was a lot of work, setting up and cleaning the various rooms, but very rewarding. We know from Chickasaw that many customers found the library because of this program. Here are the results:

	Juvenile Meals	Adults Attendance	Total Participation
2015 ~ 10 weeks			
South Trail	6,412	401	6,813
Hiawassee	5,296	217	5,513
Total	11,708	618	12,326
2016 ~ 8 weeks			
South Trail	5,961	364	6,325
Hiawassee	6,195	240	6,435
Chickasaw	5,908	1,713	7,621
Edgewater	3,329	390	3,719
Total	21,393	2,707	24,100
% Change	+82%	+338%	+95%

16-115

Public Comment: Non-Agenda Items

X. **Adjournment**

President Franchina adjourned the meeting at 6:24 p.m.

Next Meeting Dates: **WEDNESDAY**, September 7, 2016 ~ South Trail Branch Library; 4600 South Orange Blossom Trail; Orlando, Florida 32839 --- October 13, 2016 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801.

Florida Statutes section 286.0105: If any person desires to appeal any decision with respect to any matter considered at a Library Board of Trustees meeting, such person will need a record of the proceedings; for this purpose, such person may need to ensure that a verbatim record of the proceedings is made to include the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act, any person requiring special accommodations to participate in this proceeding due to a disability as defined by ADA may arrange for reasonable accommodations by contacting the Director's Office on the fifth floor of the Main Library in person or by phone at 407.835.7611 at least two days prior to the meeting.