

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

June 9, 2022 ~ 6:00 p.m.

Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801

Library Board Present: Crockett Bohannon (6/0); Nicole Benjamin (9/2 – City);
 Richard Maladecki (6/1); Danielle Levien (9/3 - City);
 Lizannette Tam (6/0)

Administration Present: Steve Powell; Kris Shoemaker; Danielle King; Bethany Stone;
 Yvonne Hartley; Erin Sullivan; Lynette Schimpf;
 Milinda Neusaenger

- 22-076 I. **Call to Order**
 President Bohannon called the meeting to order at 6:02 p.m.
- 22-077 II. **Public Comment Policy & Procedures**
- 22-078 III. **Approval of Minutes: Library Board of Trustees Meeting – May 12, 2022**
 Trustee Maladecki, seconded by Trustee Tam, moved to approve the minutes for the May 12, 2022 Library Board of Trustees Meeting. Motion carried 5-0.
- 22-079 IV. **Staff Presentation: Citizenship Inspired ~ Kathryn Thorp & Niurka Olivera De Ojeda**

22-079.1 **Interim Director's Report**

In late May, the Florida Department of Environmental Protection announced that it was launching the Real Florida Reader Program, a partnership between the Florida Department of State's Division of Library and Information Services, the State Parks Department and public libraries across Florida. All libraries in the state were issued a limited number of passes to state parks that can be checked out for a limited period of time by library cardholders, the same way they would check out a book. The passes are valid for entry to 170 participating state parks. Orange County Library System received 30 passes to check out to customers between May 21 through September 12. The passes have already proven to be a popular item with customers – and all of our passes were checked out as of June 4th.

At the end of May, the city of Orlando announced that the Orange County Library System was the recipient of a Mayor's Matching Grant for \$8,000 to support "BattleBot Robotics" for tweens and teens. *BattleBots* is a popular reality show competition series in which teams of engineers build robots that fight while overcoming obstacles and traps.

On May 19, the Technology Education Center hosted an event called Tech Exploration on Drones at Audubon Park School for 189 students and parents.

On May 17 and 20, Sunshine State author Christina Soontornvat shared about herself and her book, *A Wish in the Dark*, to more than eight local schools during a virtual author event. There were a total of 533 students and educators in attendance. Children were able to submit questions to the author to be answered during the event.

The Eatonville Branch received an exciting refresh in May. The branch now features a permanent exhibit highlighting the historic town of Eatonville and literary great Zora Neale Hurston, as well as two new illustrated murals that highlight Eatonville past and present. The Eatonville Branch hosted its reopening celebration on Saturday, May 28, with 63

library users gathered to tour the newly refurbished library and enjoy storytelling, face painting and a performance by music and social justice artist Fyutch.

Several staff members represented OCLS as presenters at the Florida Library Association's annual conference in May. Youth Services Manager Natalie Houston and Assistant Managers Matt Blood, Stacey Lawson and Kathryn Thorpe conducted the session "Summer Reading Outreach to Overcome the COVID Divide." Participants learned about the library's program to combat summer learning loss. Carey Major, Assistant Manager for the Acquisitions Department, along with Allison Grubbs from Broward County Library and Maggie Josephsen from Harmony High School, presented a panel on "Resetting Intellectual Freedom for Today's World." This panel discussed ways intellectual freedom and social justice intersects with libraries and their customers. Chief Branch Officer Danielle King and ESL (English as a Second Language) Specialist Dr. Jelitza Rivera, along with Kimberly White from Broward County Library, conducted the session "English Literacy for Families." Participants learned about OCLS' English for Families series and how they can implement and apply for funding to offer this program in their own county. Additionally, Sarah Qronfleh, West Oaks Branch Manager, hosted a poster session "Native Plant Gardens at Libraries," which featured West Oaks' native flower garden.

The entry period for the 2022 *Melrose Film Festival* concluded on May 15. We received 2,026 submissions from countries around the world, and the judging period has begun in earnest. This year, the Video team offered a film festival virtual orientation for OCLS staff who might be interested in helping with viewing and judging entries. In addition to the three Video Instructors and five other Melrose staff members helping, we have 12 judges from locations across the System pitching in. Selections are scheduled to be finalized in August, with the virtual festival (and affiliated in-person and virtual programming) to be held in September.

The Summer Reading Program kicked off last Saturday, June 4th! There have been some fantastic events around the county and we are looking forward to a very busy summer.

I would like to say "thank you" to some attendees tonight. Laurie Botts, City of Orlando Real Estate Division Manager and Mindy Cummings, Manager of Orange County's Real Estate Division. "Thank you for your patience and hard work with the library leases."

22-080 V. **Financial Statements and Summaries:**

- **May 2022**
- **Draft Budget – FY 2023**

CFO Shoemaker briefed the Board regarding the May 2022 financial reports and reviewed the draft of the FY 2023 Budget. He stated that he and Interim Director Powell will be meeting with the members of the Library Governing Board regarding the budget. The Board inquired if inflation had been considered when drafting the budget. He stated that yes, inflation was taken into account, and several budget line items were increased by 10% as a result.

22-081 VI. **Dashboard: May 2022: Danielle King**

This month we saw an increase in several areas including physical items, door count, computer services and social media.

Digital products saw an increase of 51% with an increase of Instagram views and Youtube views of the Summer Reading Program video. During May, MPR started their soft launch of OCLS TikTok. The first post, a repurposed Instagram video, was published on May 19 and two similar videos followed afterward. The content received 1,183 views during the

month. TikTok video views will now be an ongoing component of the Digital Products total each month.

Technology class attendance saw an increase of 183% and community events saw an increase of 224%. OCLS has been focusing on bringing events to the community in efforts to reach residents outside of our library doors. In May we hosted 31 events offsite at various schools and organizations. The TEC has started bringing tech classes to outside sites. They hosted a Tech Exploration with Drones at the Audubon School for 189 students and parents. They also hosted a Tech Exploration with VR and Sphero in collaboration with UCF for a STEM Discovery Day for 44 students in Parramore.

Recently, the library noticed a gap in our ability to serve some of the children and teens in the Orange County community. Foster Group Homes offer a place of safety and protection outside the family home for many minors who are placed there for circumstances beyond their control. Kids who live in these group homes are in the care of the state and do not have one person designated as their legal parent or guardian. Without this legal guardian, these children do not have a way to obtain their own library card.

Library staff have been working with Great Oaks Village, a foster group home run by Orange County Youth and Family Services, to offer a library card that would allow kids to check out books and gain access to the many other programs and services the library offers. This card would not have any fines associated and would ensure that the kids living at Great Oaks Village would not encounter a barrier to using the library.

On June 2, a group of kids from Great Oaks Village visited the Main library. They received OCLS welcome bags and went on a tour of each floor. Most importantly, they received their new Group Home card that allowed them to check out materials.

The library plans to expand this type of card to other local group homes and shelters in the community to ensure that every child is able to utilize the library regardless of their home life circumstances.

22-082 VII.

Action Items:

22-083

HJ High Pre-Construction Services Contract: Kris Shoemaker

Trustee Maladecki, seconded by Trustee Levien, moved to approve the Construction Manager at Risk Contract (CMAR) with H.J. High Construction Company for Pre-Construction Services in the amount of \$130,000 and to authorize the Interim Director/CEO and COO to execute the Construction Manager At Risk Contract (CMAR) with H.J. High Construction Company for Pre-Construction Services. Motion carried 5-0.

22-084 VIII.

Discussion and Possible Action Items

22-085

Director Search Update: Yvonne Hartley

HR Director Hartley reported that the Director position and brochure have been posted on consultant June Garcia's website as well as on the library's website. She stated that to date, there are six applicants who are still interested. The Selection Committee will meet to determine the first round of interviews.

22-086

Horizon West Lease: Danielle King

CBO King reviewed some of the highlights of the lease with Orange County for the future location of a Horizon West Branch. Trustee Maladecki, seconded by Trustee Levien, moved to authorize library staff to finalize the Horizon West Branch Library lease agreement with Orange County Government to build a branch library in the Horizon West Sportsplex Park and to authorize the Interim Director/CEO to execute the Horizon West Branch Library lease agreement with Orange County to build a branch library in the Horizon West Sportsplex Park. Motion carried 5-0.

22-087

Lake Nona Lease: Bethany Stone

CBO Stone presented some of the major points of the lease with the City of Orlando for the future location of a Lake Nona Branch. Trustee Levien, seconded by Trustee Tam, moved to authorize library staff to finalize the lease agreement with the City of Orlando for a branch library to be located in the Lake Nona community and to authorize the Interim Director/CEO to execute the Lease Agreement with the City of Orlando for a branch library to be located in the Lake Nona community. Motion carried 5-0.

President Bohannon thanked everyone involved in the enormous endeavor to bring libraries to the Horizon West and Lake Nona communities. He thanked library staff for their hard work. He recognized and thanked Mindy Cummings of Orange County's Real Estate office as well as Laurie Botts of the City of Orlando's Real Estate office. The Board also thanked library staff for the one-on-one briefings about the leases.

22-088

IX.

Information

22-089

Public Comment: Non-Agenda Items

Ashley Cisneros Mejia, Orange County resident, profusely thanked the Board and everyone involved for getting the branch leases approved for the Lake Nona and Horizon West communities.

Ricardo Viera, Orange County resident and former employee, addressed the Board regarding a personal, personnel issue.

Trustee Maladecki, seconded by Trustee Levien, moved to adjourn the meeting. Motion carried 5-0. President Bohannon adjourned the meeting at 7:00 p.m.

X.

Adjournment**Next Meeting Dates:**

July 14, 2022 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- August 11, 2022 ~ 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.