March 6, 2020

To: Richard Maladecki, President
    Marucci Guzmán, Vice President
    Nicole Benjamin, Trustee
    Danielle Levien, Trustee
    Crockett Bohannon, Trustee

cc: The Library Governing Board:
    The Honorable Mayor Jerry Demings, Chairman of the Library Governing Board,
    Members of the Governing Board, Commissioners Betsy VanderLey, Christine Moore,
    Mayra Uribe, Maribel Gomez Cordero, Emily Bonilla, Victoria Siplin, Orange County;
    and Ana Palenzuela, City of Orlando.

From: Mary Anne Hodel, Director

Re: Library Board of Trustees Meeting

The next meeting of the Library Board of Trustees will be at 6:00 p.m. on Thursday,
March 12, 2020; Melrose Center Conference Room; Orlando Public Library; 101 East Central
Boulevard; Orlando, Florida 32801; 407.835.READ (7323).

If any board member has an item to be brought up for discussion, please call
Milinda Neusaenger prior to the meeting, 407.835.7611.

cc: Aurora Realin - Liaison, Nominating Board ~ City of Orlando
AGENDA
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
March 12, 2020 ~ 6:00 p.m.
Orlando Public Library
Melrose Conference Room ~ 2nd Floor
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

20-025  I.  Call to Order

II.  Public Comment Policy & Procedures

20-026  III.  Approval of Minutes:  Library Board of Trustees Meeting ~
February 13, 2020

20-027  IV.  Staff Presentation:  Integrated Library System Replacement – Wise ~
Steve Powell

20-028  V.  Financial Statements and Summaries:  February 2020

20-029  VI.  Dashboard:  February 2020

20-030  VII.  Action Items

20-031  Library Director / Chief Executive Officer Search:  Kim Bennett

20-032  VIII.  Discussion and Possible Action Items

20-033  IX.  Information

20-034  Director’s Report

20-035  Public Comment:  Non-Agenda Items

X.  Adjournment

Next Meeting Dates:  April 9, 2020 ~ Hiawassee Branch Library; 7391 West Colonial Drive; Orlando, Florida 32818 --- May 14, 2020 ~ Orlando Public Library – Melrose Conference Room; 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.
Call to Order
Public Comment Policy

ORANGE COUNTY LIBRARY SYSTEM
Public Comment and Conduct of Meetings Policy and Procedures

Effective Date: October 1, 2013 (Approved by the Board of Trustees on September 11, 2013)

Objective: The objective of this policy is to establish standard procedures to ensure an opportunity for broad public participation in decision-making.

Policy Statement: It is the intent of this policy that the deliberations and actions of the Board of Trustees of the Orange County Library System (“OCLS”) be conducted and taken openly in order that the public and relevant stakeholders may be fully informed and intelligently advised as to the conduct of public business by the Board of Trustees.

Definitions: For the purpose of this policy, the following definitions shall prevail:

1. A “meeting” is a gathering of a quorum of the membership of the Board of Trustees, or any board or commission of OCLS for the purpose of receiving information relating to public business, or for discussion of public business, or for official action upon a proposition related to public business.

2. A “regular meeting” is a meeting held pursuant to a schedule of such meetings as approved by a board or commission to conduct public business or otherwise discuss or act upon matters of public interest.

3. A “special meeting” is any meeting other than a regular meeting held by a board or commission. A “special meeting” is held for the purpose of addressing matters requiring the immediate attention of a board or commission or for the purpose of addressing matters which the board or commission has determined are best addressed at a special meeting. When a special meeting is called, the presiding officer of the board or commission shall specifically state the purpose of the meeting and the board or commission shall address only those matters for which the meeting was called.

4. A “board or commission” shall refer to the Board of Trustees of OCLS and any other board or commission now existing or created in the future by the Board of Trustees or OCLS.

5. The “presiding officer” shall mean, in the case of the Board of the Directors the chair and in all other cases shall be the chair of a particular OCLS board or commission.

6. “Board of Trustees” shall refer to the Board of Trustees of OCLS.

Meetings:

1. Location. All meetings of the Board of Trustees and any other board or commission shall be held in a suitable location and shall be open to the public as required by law. The only exception to the requirement that meetings be open to the public shall be an executive session scheduled for those purposes expressly recognized by law.

2. Regular Meetings. The Board of Trustees and the other boards and commissions shall hold regular monthly meetings as designated by the Board of Trustees or the other boards and commissions.
Public Notice: OCLS shall give public notice of the schedule of meetings and shall state the dates, times and places for such meetings. Public notice of any special meeting or of any reconvened meeting shall be given before such meeting. Public notice shall be given by posting the date and time of the meetings on the OCLS website, the public bulletin boards at all OCLS locations and the Orange County Administration Building. Notice will also be published in the Orlando Sentinel as required by Section 189.417 of the Florida Statutes.

Conduct of Meetings:

1. The presiding officer shall preserve order and decorum at all meetings.

2. When considering matters upon which the board or commission will take action the presiding officer shall receive comments from the public.

3. During any board or commission meeting, board and commission members shall maintain order and decorum.

4. OCLS staff and citizens must be recognized by the presiding officer before speaking or asking questions. The purpose of this requirement is so that there is order and so that the recording equipment will properly record all comments made by individuals wishing to comment on a specific subject.

5. All comments must be made from the podium which is located in the OCLS meeting room or by other reasonable accommodations in any other location in which a board or commission meeting is held, and shall address the subject of the agenda item. Individuals that appear before any board or commission are required to state their legal name and their actual address for the public record. The purpose of this requirement is so that they are properly reflected in any board or commission minutes and are available for future reference.

6. As a board or commission considers consent agenda items, emergency items, items involving official acts that involve no more than a ministerial act, approval of minutes, ceremonial proclamations and other similar items, the presiding officer may, at his discretion, or at the direction of a majority of the board or commission, accept comments from those in attendance.

Public Participation and Comment: In order to comply with Section 286.0114 of the Florida Statutes, OCLS hereby establishes a Public Comment Policy applicable to all boards and commissions to allow members of the public an opportunity to address boards and commissions. In addition to public hearings, a special time is hereby set aside at all board and commission meetings for the purpose of receiving comments and suggestions from members of the public. All comments made during any Public Comment period shall be subject to the following procedures:

1. OCLS allocates up to 30 minutes at the end of each board or commission meeting for citizens who wish to appear before that board or commission to make a request of that board or commission, voice a complaint or concern, express an opinion, or for some other type of recognition. The presiding officer will divide the time equally between all who have signed up to speak; but in no case may a citizen speak longer than three minutes. A Public Comment period not to exceed 30 minutes will be held during any board or commission meeting. The presiding officer may permit additional time to a given speaker on a case-by-case basis.

2. Public comments of items listed on the agenda will occur just prior to the Board’s discussion and action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda.

3. When a board or commission considers matters during a public meeting upon which it will take action, no action shall be taken until the presiding officer requests and receives comments from the public.

4. Persons who wish to make a statement during the Public Comment period will register on a Notice of Intent to Speak Form which will be available 30 minutes before the start of the meeting. Information included on the Notice of Intent to Speak forms will be included in the Board Meeting Minutes and thus become public record. No one will be allowed to have his or her name placed on the list by telephone request to OCLS staff.

5. Each person who signed up to speak will have up to three minutes to make his or her statement. Speakers will be acknowledged by the presiding officer in the order which the Notice of Intent to Speak Form was received by the Board of Trustee’s administrative assistant. Speakers shall address that board or commission from the podium, and
not approach that board or commission or OCLS staff. Speakers will begin their statement by first stating their legal name and actual address.

6. Statements are to be directed to the board or commission as a whole, and not to individuals. Public comment is not intended to require a board or commission to provide an answer to the speaker. Discussions between speakers and members of the audience will not be allowed.

7. Speakers will be courteous in their language and presentation.

8. Only one speaker will be acknowledged at a time. In the event a group of persons supporting or opposing the same position desires to be heard, in the interest of time, a spokesperson shall be designated to express the group’s concerns. Likewise, in the event the number of persons wishing to attend the hearing exceeds the capacity of the meeting place, one or more delegates shall be selected to speak on behalf of each group. If the time period expires before all persons who have signed up get to speak, those names will be carried over to the next Public Comment period, or if the presiding officer consents, these comments can be heard at that meeting.

9. Any action on items brought up during the Public Comment period will be at the discretion of that board or commission. No board or commission will take any action on subject matter for which it has not had the opportunity to fully investigate and gather complete information.

10. These same rules shall apply to all boards and commissions.

Decorum: The presiding officer shall preserve strict order and decorum at all meetings.

1. In conducting business, boards and commissions are committed to the principles of civility, honor, and dignity. Individuals appearing before boards and commission are requested to observe the same principles when making comments on items and issues presented to a given board or commission for its consideration.

2. Staff members and citizens are required to use proper language when addressing a board or commission or the audience. Staff members and citizens shall not use profanity or cursing, aggressive or threatening behavior when addressing the board or commission or other participants. All comments are directed to the presiding officer and not to individual members of the board or commission or to the audience. No personal verbal attacks toward any individual will be allowed during the conduct of a board or commission meeting. The presiding officer may have individual(s) removed from the podium and/or meeting chambers if such conduct persists after a warning has been issued.

3. All members of a board or commission shall accord the utmost courtesy to each other, staff, and the public members appearing before the board or commission and shall refrain at all times from rude and derogatory remarks, reflections as to integrity, abusive comments and statements as to motives and personalities. During board or commission meetings, cell phones are to be turned off or silenced. Use of cell phones by board or commission members and staff for talking, texting, emailing or otherwise will not be allowed during meetings while at the dais, except for emergency communications, research, or during breaks.

Waiver of Rules: The board or commission may, at any time, waive all or a portion of these rules of procedure during the course of a meeting. Provided however, that any such waiver shall only be done upon a motion and majority approval of the waiver by members of the board or commission present and voting. Such waivers shall only be granted to insure the protection of the right of members of the public to be given a reasonable opportunity to be heard before a board or commission takes official action on a proposition.

Training: Periodic training for Sunshine Law requirements will be scheduled by OCLS for board and commission members.

Penalties: Any action taken at a meeting not open to the public, whether intentional or unintentional, is void. The law provides penalties for not complying with the Sunshine Law including criminal penalties, removal from the board position, fines up to $500, and an award of reasonable attorney’s fees against the board found to have violated the Sunshine Law.
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Approval of Minutes:
Library Board of Trustees Meeting
February 13, 2020
MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES
February 13, 2020 ~ 6:00 p.m.
Orlando Public Library
101 East Central Boulevard
Orlando, Florida 32801
407.835.READ (7323)

Library Board Present: Richard Maladecki (2/0); Nicole Benjamin (5/0 – City); Danielle Levien (1/0 - City); Crockett Bohannon (1/0)
Library Board Absent: Marucci Guzmán (2/1)
Administration Present: Mary Anne Hodel; Debbie Tour; Danielle King; Steve Powell; Ricardo Viera; Bethany Stone; Kris Shoemaker; Milinda Neusaenger

20-013 I. Call to Order
President Maladecki called the meeting to order at 6:05 p.m.

20-014 Oath of Office: Danielle Levien
President Maladecki swore in Trustee Levien.

20-015 Oath of Office: Crockett Bohannon
President Maladecki swore in Trustee Bohannon.

II. Public Comment Policy & Procedures

20-016 III. Approval of Minutes: Library Board of Trustees Meeting ~ January 9, 2020
Trustee Bohannon, seconded by Trustee Levien, moved to approve the minutes for the January 9, 2020 Library Board of Trustees meeting. Motion carried 3-0.

20-017 IV. Staff Presentations:
➢ Cyber Security Do’s & Don’ts ~ Ricardo Viera
  CIO Viera gave an overview of cyber security to the Board.

➢ Library Director / Chief Executive Officer Search Procedure: Kim Bennett
  Human Resources Manager Bennett presented the plan to search for the next Library Director / Chief Executive Officer.

Trustee Benjamin joined the meeting at 6:17 p.m.

20-018 V. Financial Statements and Summaries:
➢ Comprehensive Annual Financial Report (CAFR) for FY 2019
➢ Annual Investment Report FY 2019
➢ January 2020 Financial Statement
  CFO Shoemaker updated the Board regarding the FY 2019 Comprehensive Annual Financial Report (CAFR), which is required to be filed with the State. He also reported that the Orange County grant that OCLS was awarded will probably be less than expected as the funds are based on the number of children who show up. The payments have changed from a lump sum to multiple payments.

20-019 VI. Dashboard: January 2020
COO Powell reported that the 15 Mystery Shopper scores were at 100% in January.

20-020 VII. Action Items: None
VIII. Discussion and Possible Action Items

IX. Information

Director’s Report
Director Hodel invited the Board to attend the Melrose Creative Expo and 6th annual Melrose Awards on February 15, 2020 from 1:00 to 4:00 p.m.

Public Comment: Non-Agenda Items

X. Adjournment
President Maladecki adjourned the meeting at 7:03 p.m.

Next Meeting Dates: March 12, 2020 ~ Orlando Public Library – Melrose Conference Room; 101 East Central Boulevard; Orlando, Florida 32801 --- April 9, 2020 ~ Hiawassee Branch Library; 7391 West Colonial Drive; Orlando, Florida 32818.

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.
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Staff Presentation:
Integrated Library System – Wise
Steve Powell
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Financial Statements &
Summaries: February 2020
Investment Performance – Defined Benefit Pension Plan
One of the responsibilities of the Plan Administrators, currently Mary Anne Hodel, Kristopher Shoemaker and Steve Powell, is to monitor and evaluate the performance of the investment managers. We do this with the assistance of our investment consultant Dahab Associates, Inc. The attached was copied from Dahab’s December 31, 2109 Performance Review and shows the performance for each manager compared to an appropriate index, the overall performance of the portfolio compared to a calculated benchmark, and under the market value of each investment. Clearly, calendar year 2019 was a great year for the Library’s portfolio as all performance indicators surpassed 2018 performance. The portfolio exceeded performance against benchmarks except for the three (3) and five (5) year indicators and those were only minimally different.

Project Summaries:
The attached Project Summaries for the three (3) Restroom Projects include all of the costs paid through February 27, 2020, The Southwest and South Trail projects are paid in full and only retainage balances need to be paid on Southeast. All projects were completed on time and under budget.

The Emergency Generator Replacement is underway and the first phase of installing an above ground storage tank and abandoning the underground tank in place is complete. We have received the final tank closure report which indicates no environmental contaminations. The expenses listed on the tracking sheet are related to this phase.

The second phase of this project is underway and the project should be completed by April 6, 2020.

Operating Fund Revenue & Expenditure Summaries:

Revenues:

Ad Valorem Taxes:
The Library budgeted $48,020,000 for Ad Valorem Taxes in FY 2019-20 based on property tax values, millage rate of 0.3748 and a 5% statutory deduction. So far this year, we have received $34,891,138 or 72.7% of the budget, which is on target as the majority of the taxes are received in the December through March timeframe.

State Aid:
The Library budgeted $830,000 for State Aid Revenues in FY 2019-20 and is based on FY 2018-19 actuals. We receive these funds in the April/May timeframe based on the Legislature’s funding.

County Grant:
The Library budgeted $500,000 for County Grant Revenues in FY 2019-20 and is based the maximum allotment to be received from the Citizen’s Review Panel Grant for the Biz Kids Program. The program officially started in January 2020 and the funding will be granted approximately monthly and will be based on a per student hour basis. Thus, we may not receive the full grant funding. The $1,505 in revenue received is for set-up costs allowable under the grant.

Fee Cards:
The Library budgeted $18,000 for Fee Card revenues for FY 2019-20. Through February 2020, we received $12,200 or 67.8% of the budgeted revenue, which is on target. This is 41.0% higher than revenues received through February 2019.
Meeting Rooms:
The Library budgeted $55,000 for meeting room revenues for FY 2019-20. Through February 2020, we received $26,072 or 47.4% of the budgeted revenues, which is on target. Note, these revenues are tracking 13.0% higher than the same period last year.

Faxes and Scans:
Revenues from Faxes and Scans are at 35.9% and 34.5% respectively of budget. These revenues, while down dollar-wise, are in line as a percent of budget with the last 5 years average through February.

Passport Facility & Photo Fees:
This is a new revenue source for the Library after the budget was submitted. We started offering Passport Application Processing along with Photos on September 11, 2019. We received $13,157 for these services through February 2020.

Copy and Vending:
The Library budgeted $225,000 for these services in FY 2019-20. We received $82,914 through the month of February 2020, which is slightly higher than revenues received through February 2019. Note that the Southwest Branch was closed for the month of October, South Trail Branch was closed for the month of November and the Southeast Branch was closed in December.

Fines and Lost Materials:
Revenues from Fines and Lost Materials through February 2020 are $220,489 or 36.7% of budget. The typical trend is for these revenues to be decreasing, due to increased usage of digital media. These revenues, while down dollarwise, are in line as a percent of budget with the last 5 years average through February.

Investment Earnings:
The Library takes a conservative approach when budgeting for Interest Revenues as the investment markets can be, and have been, quite volatile. As of the time of these reports, we have not received our February interest earning statements. We will continue to monitor the investment markets with our investment advisors to ensure the principal of our funds are safe and secure. We anticipate interest earnings to decline in the current low interest rate environment.

Internet Rebate:
This account is used to record a “rebate” we receive from the Federal Government, based on our purchases of Internet Connectivity Equipment. This “rebate” is based on purchases and an extensive application process between July 1st and June 30th of each year. The Library typically receives this funding in the last quarter of the fiscal year.

Transfer From Property Appraiser:
This account is used to record revenues from the Property Appraiser’s Office. Each year, the Library pays a proportional fee to the Property Appraiser based on their estimated operating budget. A true-up of actual costs is performed at the end of the fiscal year, which results in either an amount due back to the Library or an additional amount owed to the Property Appraiser. The $42,363 recorded is a refund from the Property Appraiser for excess fees paid in fiscal year 2019.

Expenses:

Defined Benefit Pension Plan:
The Library budgeted $850,000 for FY 2019-20 and through February 2020 has expended $470,140 or 55.3% of the budget. The actuals are based on revised actuarial estimates, which are not provided until after the budget is submitted.
Worker’s Compensation:
The Worker’s Compensation expenditures are at 39.9% of budget, as these payments are paid quarterly in advance.

Delivery & Postage:
The Delivery and Postage expenditures are at 42.8% of the budget due to timing of payments.

Utilities:
The utilities expenditures reflect 30.8% of budget being expended as of February. This is due to the timing of the various utility bills not being received in time to be paid in the month of February.

Insurance:
The Insurance expenditures are at 89.9% of budget as the insurance policies renew in the Fall and have to be pre-paid.

Repairs and Maintenance – Hardware/Software:
The Library budgeted $950,000 for hardware/software repairs and maintenance. Thru February 2020, the Library expended $477,279 or 50.2% of the budget. The primary costs so far are Baker & Taylor subscription fees of $38,000, $35,217 for website software subscription, the annual renewal of $74,524 for Adobe Cloud Licenses and $175,597 paid to Innovative Interfaces for Library software renewal licenses and support. The percentage of budget spent is in line with previous years.

Supplies:
The Library budgeted $794,000 for supplies. Through February 2020 the Library expended $413,689 or 52.1% of the budget. The primary costs are related to new tables and chairs for the three renovated branches as well as chairs system wide that have reached the end of their useful life.

Membership:
The expenditures in this category are at 56.4% of budget, mainly due to the FLA annual membership fee of $6,000 being paid in October.

Building Improvements Expense:
The Library budgeted $2,323,000 for various building improvement projects such as the Southwest, South Trail and Southeast restroom renovations and the Emergency Generator Replacement Project. The Southwest and South Trail restroom projects are complete and fully paid. The Southeast restroom project is complete and awaiting final billing for retainage. The Emergency Generator Replacement Project started December 2, 2019 and the first phase to replace the underground storage tank was completed on January 31, 2020. The $1,412,115 incurred so far includes $560,482 for the restroom projects (see attached project summary sheet) and $81,988 has been spent of the Emergency Generator Replacement Project. The balance is budgeted capitalized maintenance expenditures for items reaching the end of their useful life, such as roof replacement, painting, carpet and security cameras.

Equipment and Furniture Expense:
The Library budgeted $143,000 for equipment and furniture. Through February 2020, the Library expended $92,420 or 64.6% of the budget. This is mainly due to replacing branch furniture and fixtures which have reached the end of their useful life.

Hardware/Software Expense:
The Library budgeted $670,000 new hardware and software. Through February 2020, the Library expended $400,187 or 59.7% of the budget. This is mainly due to the $216,668 in new server hardware the Board approved in November 2019.
## MANAGER PERFORMANCE SUMMARY

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<td><strong>7.3</strong></td>
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</tr>
<tr>
<td>Reams Columbus</td>
<td>(Core Fixed)</td>
<td>0.2 (63)</td>
<td>8.8 (71)</td>
<td>8.8 (71)</td>
<td>4.4 (51)</td>
<td>3.4 (58)</td>
<td>$12,562,234</td>
<td>24.3</td>
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<tr>
<td><strong>Aggregate Index</strong></td>
<td></td>
<td><strong>0.2</strong></td>
<td><strong>8.7</strong></td>
<td><strong>8.7</strong></td>
<td><strong>4.0</strong></td>
<td><strong>3.1</strong></td>
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<td></td>
</tr>
<tr>
<td>Cash</td>
<td></td>
<td></td>
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<td></td>
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<td>$121,610</td>
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<tr>
<td><strong>90 Day Tbills</strong></td>
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<td><strong>0.4</strong></td>
<td><strong>2.1</strong></td>
<td><strong>2.1</strong></td>
<td><strong>1.7</strong></td>
<td><strong>1.1</strong></td>
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</tbody>
</table>
## OCLS Restroom Renovation Project Budget
### Expenditures As of 2-29-2020

<table>
<thead>
<tr>
<th></th>
<th>Original Budget</th>
<th>Change Order</th>
<th>Revised Budget</th>
<th>Actual</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Southwest</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Code 20-001</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Ruby Builders</td>
<td>$131,706</td>
<td>$10,460</td>
<td>$142,166</td>
<td>$142,166</td>
<td>$0</td>
</tr>
<tr>
<td>Owner Provided</td>
<td>42,200</td>
<td>0</td>
<td>42,200</td>
<td>41,477</td>
<td>(723)</td>
</tr>
<tr>
<td>Contingency</td>
<td>17,400</td>
<td></td>
<td>6,940</td>
<td></td>
<td>(6,940)</td>
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<tr>
<td><strong>Project Costs</strong></td>
<td>$191,306</td>
<td>0</td>
<td>$191,306</td>
<td>$183,643</td>
<td>($7,663)</td>
</tr>
<tr>
<td><strong>South Trail</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Code 20-003</td>
<td></td>
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<tr>
<td>Ruby Builders</td>
<td>$159,701</td>
<td>$7,219</td>
<td>$166,920</td>
<td>$166,920</td>
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<tr>
<td>Owner Provided</td>
<td>50,840</td>
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<td>50,840</td>
<td>34,795</td>
<td>(16,045)</td>
</tr>
<tr>
<td>Contingency</td>
<td>21,050</td>
<td></td>
<td>13,831</td>
<td></td>
<td>(13,831)</td>
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<tr>
<td><strong>Project Costs</strong></td>
<td>$231,591</td>
<td>0</td>
<td>$231,591</td>
<td>$201,715</td>
<td>($29,876)</td>
</tr>
<tr>
<td><strong>Southeast</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Project Code 20-005</td>
<td></td>
<td></td>
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<td></td>
</tr>
<tr>
<td>Ruby Builders</td>
<td>$147,199</td>
<td>$11,194</td>
<td>$158,393</td>
<td>$146,338</td>
<td>($12,055)</td>
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<tr>
<td>Owner Provided</td>
<td>48,354</td>
<td></td>
<td>48,354</td>
<td>28,786</td>
<td>(19,568)</td>
</tr>
<tr>
<td>Contingency</td>
<td>19,550</td>
<td></td>
<td>8,356</td>
<td></td>
<td>(8,356)</td>
</tr>
<tr>
<td><strong>Project Costs</strong></td>
<td>$215,103</td>
<td>0</td>
<td>$215,103</td>
<td>$175,124</td>
<td>($39,979)</td>
</tr>
<tr>
<td><strong>All Branches</strong></td>
<td></td>
<td></td>
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<tr>
<td>Ruby Builders</td>
<td>$438,606</td>
<td>$28,873</td>
<td>$467,479</td>
<td>$455,424</td>
<td>($12,055)</td>
</tr>
<tr>
<td>Owner Provided</td>
<td>141,394</td>
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<td>141,394</td>
<td>105,058</td>
<td>(36,336)</td>
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<tr>
<td>Contingency</td>
<td>58,000</td>
<td></td>
<td>29,127</td>
<td></td>
<td>(29,127)</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$638,000</td>
<td>0</td>
<td>$638,000</td>
<td>$560,482</td>
<td>($77,518)</td>
</tr>
</tbody>
</table>
OCLS Restroom Renovation Project Budget

Change Orders:

1) Change restroom stalls to no-peek and higher walls for all 3 branches - Approved $8,706

2) Permit fees for all three branches - Approved $5,645

3) Southwest masonry work - Approved $6,028

4) Southeast electrical water heater circuit & emergency fixtures - Approved $2,879

5) Southeast plumbing replace CPVC & water heater - Approved $4,383

6) Southeast HVAC new ductwork - Approved $1,232

$28,873
# OCLS Emergency Generator Replacement Project Budget

**Expenditures As of 2-29-2020**

<table>
<thead>
<tr>
<th>Project Code 20-009</th>
<th>Original Budget</th>
<th>Change Order</th>
<th>Revised Budget</th>
<th>Actual</th>
<th>Variance</th>
</tr>
</thead>
<tbody>
<tr>
<td>Source North America (Tank)</td>
<td>$7,085</td>
<td>$0</td>
<td>$7,085</td>
<td>$7,085</td>
<td>$0</td>
</tr>
<tr>
<td>Quest Power Intl. (Generator)</td>
<td>48,356</td>
<td>0</td>
<td>48,356</td>
<td>0</td>
<td>(48,356)</td>
</tr>
<tr>
<td>Gomez Contruction (Install)</td>
<td>406,668</td>
<td>0</td>
<td>406,668</td>
<td>74,628</td>
<td>(332,040)</td>
</tr>
<tr>
<td>Other (Permits,MOT, Etc.)</td>
<td>8,719</td>
<td>0</td>
<td>8,719</td>
<td>275</td>
<td>(8,444)</td>
</tr>
<tr>
<td>Contingency</td>
<td>50,000</td>
<td>0</td>
<td>50,000</td>
<td>0</td>
<td>(50,000)</td>
</tr>
<tr>
<td><strong>Project Costs</strong></td>
<td>$520,828</td>
<td>$0</td>
<td>$520,828</td>
<td>$81,988</td>
<td>($438,840)</td>
</tr>
</tbody>
</table>
ORANGE COUNTY LIBRARY DISTRICT
Operating Fund
Five Months Ended February 29, 2020

REVENUES

Ad Valorem Taxes 98%
Fines 1%
Charges for Services / Misc 1%

EXPENDITURES

Salaries and Benefits 50%
Operating/Trans to Cap Proj Fund 32%
Library Materials/ Cap Outlay 18%

### ORANGE COUNTY LIBRARY DISTRICT
### OPERATING FUND REVENUE SUMMARY
### Five Months Ended February 29, 2020

<table>
<thead>
<tr>
<th></th>
<th>ANNUAL BUDGET</th>
<th>YTD ACTUAL</th>
<th>(5 months= 41.7%)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>AD VALOREM TAXES</strong></td>
<td>48,020,000</td>
<td>34,890,138</td>
<td>72.7%</td>
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<tr>
<td><strong>INTERGOVERNMENTAL</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>State &amp; Federal Grant</td>
<td>50,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>State Aid</td>
<td>830,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>County Grants</td>
<td>500,000</td>
<td>1,505</td>
<td>0.3%</td>
</tr>
<tr>
<td><strong>CHARGES FOR SERVICES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fee Cards</td>
<td>18,000</td>
<td>12,200</td>
<td>67.8%</td>
</tr>
<tr>
<td>PC Pass ($10 for 7 days)</td>
<td>2,000</td>
<td>1,313</td>
<td>65.7%</td>
</tr>
<tr>
<td>PC Express ($5 for 1 hour)</td>
<td>4,000</td>
<td>2,070</td>
<td>51.8%</td>
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<tr>
<td>Classes</td>
<td>6,000</td>
<td>1,912</td>
<td>31.9%</td>
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<tr>
<td>Meeting Rooms</td>
<td>55,000</td>
<td>26,072</td>
<td>47.4%</td>
</tr>
<tr>
<td>Faxes</td>
<td>55,000</td>
<td>19,748</td>
<td>35.9%</td>
</tr>
<tr>
<td>Scans</td>
<td>30,000</td>
<td>10,344</td>
<td>34.5%</td>
</tr>
<tr>
<td>Ear Buds &amp; Jump Drives</td>
<td>6,000</td>
<td>2,352</td>
<td>39.2%</td>
</tr>
<tr>
<td>Bag Sales</td>
<td>3,500</td>
<td>1,426</td>
<td>40.7%</td>
</tr>
<tr>
<td>Replace Library Cards</td>
<td>30,000</td>
<td>8,909</td>
<td>29.7%</td>
</tr>
<tr>
<td>Copy &amp; Vending</td>
<td>225,000</td>
<td>82,914</td>
<td>36.9%</td>
</tr>
<tr>
<td>Passport Facility &amp; Photo Fees</td>
<td>-</td>
<td>13,157</td>
<td>-</td>
</tr>
<tr>
<td>Other</td>
<td>2,500</td>
<td>445</td>
<td>17.8%</td>
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<tr>
<td></td>
<td>437,000</td>
<td>182,862</td>
<td>41.8%</td>
</tr>
<tr>
<td><strong>FINES &amp; LOST MATERIALS</strong></td>
<td>600,000</td>
<td>220,489</td>
<td>36.7%</td>
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<tr>
<td><strong>MISCELLANEIOUS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Earnings</td>
<td>350,000</td>
<td>74,815</td>
<td>21.4%</td>
</tr>
<tr>
<td>Sales of Surplus Property</td>
<td>2,000</td>
<td>575</td>
<td>28.8%</td>
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<tr>
<td>Contributions - Friends of Library</td>
<td>60,000</td>
<td>39,925</td>
<td>66.5%</td>
</tr>
<tr>
<td>Contributions - Others</td>
<td>20,000</td>
<td>7,407</td>
<td>37.0%</td>
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<tr>
<td>Internet Rebate</td>
<td>80,000</td>
<td>-</td>
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<tr>
<td>Grants &amp; Awards</td>
<td>40,000</td>
<td>10,300</td>
<td>25.8%</td>
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<tr>
<td>Miscellaneous</td>
<td>70,000</td>
<td>40,340</td>
<td>57.6%</td>
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<td></td>
<td>622,000</td>
<td>173,362</td>
<td>27.9%</td>
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<tr>
<td><strong>TRANSFER FR PROP APPRAISER</strong></td>
<td>12,000</td>
<td>42,363</td>
<td>353.0%</td>
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<tr>
<td><strong>TRANSFER FR TAX COLLECTOR</strong></td>
<td>400,000</td>
<td>-</td>
<td>0.0%</td>
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<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>51,471,000</td>
<td>35,510,719</td>
<td>69.0%</td>
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</tbody>
</table>
# ORANGE COUNTY LIBRARY DISTRICT
## OPERATING FUND EXPENDITURE SUMMARY
### Five Months Ended February 29, 2020

<table>
<thead>
<tr>
<th>Category</th>
<th>ANNUAL BUDGET</th>
<th>YTD ACTUAL</th>
<th>(5 months= 41.7%)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SALARIES &amp; BENEFITS</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Salaries</td>
<td>18,603,000</td>
<td>7,656,140</td>
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</tr>
<tr>
<td>Medicare Taxes</td>
<td>276,000</td>
<td>108,734</td>
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<tr>
<td>Defined Contribution Pension Plan</td>
<td>1,382,000</td>
<td>574,212</td>
<td>41.5%</td>
</tr>
<tr>
<td>Defined Benefit Pension Plan</td>
<td>850,000</td>
<td>470,140</td>
<td>55.3%</td>
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<tr>
<td>Money Purchase Pension Plan</td>
<td>939,000</td>
<td>380,128</td>
<td>40.5%</td>
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<tr>
<td>Life and Health Insurance (Employees)</td>
<td>3,326,000</td>
<td>1,234,196</td>
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<tr>
<td>Retiree Health Care (OPEB)</td>
<td>724,000</td>
<td>301,363</td>
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<tr>
<td>Worker's Compensation</td>
<td>125,000</td>
<td>49,871</td>
<td>39.9%</td>
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<tr>
<td>Unemployment Compensation</td>
<td>14,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td>Parking &amp; Bus Passes</td>
<td>221,000</td>
<td>88,281</td>
<td>39.9%</td>
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<tr>
<td><strong>Total Salaries &amp; Benefits</strong></td>
<td>26,460,000</td>
<td>10,863,065</td>
<td>41.1%</td>
</tr>
<tr>
<td><strong>OPERATING</strong></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>Professional Services</td>
<td>236,000</td>
<td>102,862</td>
<td>43.6%</td>
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<tr>
<td>Other Contractual Services</td>
<td>1,981,000</td>
<td>570,628</td>
<td>28.8%</td>
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<tr>
<td>Other Contract. Serv.- Janitorial</td>
<td>349,000</td>
<td>118,475</td>
<td>33.9%</td>
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<tr>
<td>Training and Travel</td>
<td>115,000</td>
<td>40,339</td>
<td>35.1%</td>
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<tr>
<td>Telecommunication</td>
<td>300,000</td>
<td>94,314</td>
<td>31.4%</td>
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<tr>
<td>Delivery and Postage</td>
<td>1,135,000</td>
<td>485,575</td>
<td>42.8%</td>
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<tr>
<td>Utilities</td>
<td>971,000</td>
<td>298,643</td>
<td>30.8%</td>
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<tr>
<td>Rentals and Leases</td>
<td>1,476,000</td>
<td>489,251</td>
<td>33.1%</td>
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<tr>
<td>Insurance</td>
<td>346,000</td>
<td>311,179</td>
<td>89.9%</td>
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<tr>
<td>Repairs and Maintenance</td>
<td>1,252,000</td>
<td>575,273</td>
<td>45.9%</td>
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<tr>
<td>Repairs &amp; Maint. - Hardware/Software</td>
<td>950,000</td>
<td>477,279</td>
<td>50.2%</td>
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<tr>
<td>Copying/Printing</td>
<td>262,000</td>
<td>86,970</td>
<td>33.2%</td>
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<tr>
<td>Property Appraiser's Fee</td>
<td>395,000</td>
<td>211,367</td>
<td>53.5%</td>
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<tr>
<td>Tax Collector's Fee</td>
<td>961,000</td>
<td>697,843</td>
<td>72.6%</td>
</tr>
<tr>
<td>Supplies</td>
<td>794,000</td>
<td>413,689</td>
<td>52.1%</td>
</tr>
<tr>
<td>Supplies-Hardware/Software</td>
<td>475,000</td>
<td>41,414</td>
<td>8.7%</td>
</tr>
<tr>
<td>Supplies-Programming</td>
<td>-</td>
<td>79,102</td>
<td>-</td>
</tr>
<tr>
<td>Memberships</td>
<td>20,000</td>
<td>11,285</td>
<td>56.4%</td>
</tr>
<tr>
<td><strong>Total Operating</strong></td>
<td>12,018,000</td>
<td>5,105,488</td>
<td>42.5%</td>
</tr>
<tr>
<td><strong>CAPITAL OUTLAY</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Building and Improvements</td>
<td>2,323,000</td>
<td>1,412,115</td>
<td>60.8%</td>
</tr>
<tr>
<td>Equipment and Furniture</td>
<td>143,000</td>
<td>92,420</td>
<td>64.6%</td>
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<tr>
<td>Hardware/Software</td>
<td>670,000</td>
<td>400,187</td>
<td>59.7%</td>
</tr>
<tr>
<td><strong>Total Capital Outlay</strong></td>
<td>3,136,000</td>
<td>1,904,722</td>
<td>60.7%</td>
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<tr>
<td><strong>LIBRARY MATERIALS</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Materials - Restricted Contributions</td>
<td>10,000</td>
<td>224</td>
<td>2.2%</td>
</tr>
<tr>
<td>Materials - Other</td>
<td>4,680,000</td>
<td>2,003,910</td>
<td>42.8%</td>
</tr>
<tr>
<td><strong>Total Library Materials</strong></td>
<td>4,690,000</td>
<td>2,004,134</td>
<td>42.7%</td>
</tr>
<tr>
<td><strong>TRANSFER TO CAPITAL PROJECTS FUND</strong></td>
<td>4,000,000</td>
<td>1,666,667</td>
<td>41.7%</td>
</tr>
<tr>
<td><strong>TRANSFER TO SINKING/EARR FUND</strong></td>
<td>500,000</td>
<td>208,333</td>
<td>41.7%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td>50,804,000</td>
<td>21,752,409</td>
<td>42.8%</td>
</tr>
</tbody>
</table>
### ORANGE COUNTY LIBRARY DISTRICT
### CAPITAL PROJECTS FUND
### Five Months Ended February 29, 2020

<table>
<thead>
<tr>
<th></th>
<th>ANNUAL BUDGET</th>
<th>YTD ACTUAL</th>
<th>(5 months= 41.7%)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Earnings</td>
<td>100,000</td>
<td>42,057</td>
<td>42.1%</td>
</tr>
<tr>
<td>Transfer from Operating Fund</td>
<td>4,000,000</td>
<td>1,666,667</td>
<td>41.7%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>4,100,000</strong></td>
<td><strong>1,708,724</strong></td>
<td><strong>41.7%</strong></td>
</tr>
</tbody>
</table>

|                      |               |            |                   |
| **EXPENDITURES**     |               |            |                   |
| New Branch           | 375,000       | -          | 0.0%              |
| Reserves             | 3,725,000     | 1,708,724  | 45.9%             |
| **TOTAL EXPENDITURES** | **4,100,000** | **1,708,724** | **41.7%** |
# ORANGE COUNTY LIBRARY DISTRICT
## SINKING FUND
### Five Months Ended February 29, 2020

<table>
<thead>
<tr>
<th></th>
<th>ANNUAL BUDGET</th>
<th>YTD ACTUAL</th>
<th>(5 months= 41.7%)</th>
</tr>
</thead>
</table>

**REVENUES**

<table>
<thead>
<tr>
<th>Source</th>
<th>Annual Budget</th>
<th>YTD Actual</th>
<th>YTD %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Investment Earnings</td>
<td>8,000</td>
<td>3,510</td>
<td>43.9%</td>
</tr>
<tr>
<td>Transfer from Operating Fund</td>
<td>500,000</td>
<td>208,333</td>
<td>41.7%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td><strong>508,000</strong></td>
<td><strong>211,843</strong></td>
<td><strong>41.7%</strong></td>
</tr>
</tbody>
</table>

**EXPENDITURES**

<table>
<thead>
<tr>
<th>Source</th>
<th>Annual Budget</th>
<th>YTD Actual</th>
<th>YTD %</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reserves-Building and Improvements</td>
<td>417,000</td>
<td>173,895</td>
<td>41.7%</td>
</tr>
<tr>
<td>Reserves - Technology</td>
<td>91,000</td>
<td>37,948</td>
<td>41.7%</td>
</tr>
<tr>
<td><strong>TOTAL EXPENDITURES</strong></td>
<td><strong>508,000</strong></td>
<td><strong>211,843</strong></td>
<td><strong>41.7%</strong></td>
</tr>
</tbody>
</table>
ORANGE COUNTY LIBRARY DISTRICT
PERMANENT FUND
Five Months Ended February 29, 2020

<table>
<thead>
<tr>
<th></th>
<th>ANNUAL BUDGET</th>
<th>YTD ACTUAL</th>
<th>(5 months= 41.7%)</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUES</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment Earnings</td>
<td>25,000</td>
<td>68,809</td>
<td>275.2%</td>
</tr>
<tr>
<td>Reserves</td>
<td>25,000</td>
<td>-</td>
<td>0.0%</td>
</tr>
<tr>
<td><strong>TOTAL REVENUES</strong></td>
<td>50,000</td>
<td>68,809</td>
<td>137.6%</td>
</tr>
</tbody>
</table>

|                    |               |            |                   |
| **EXPENDITURES**   |               |            |                   |
| Equipment          | 50,000        | 11,437     | 22.9%             |
| Reserves           | -             | 57,372     | -                 |
| **TOTAL EXPENDITURES** | 50,000    | 68,809     | 137.6%            |
## ORANGE COUNTY LIBRARY DISTRICT
### OPERATING FUND
#### BALANCE SHEET - ASSETS
##### February 29, 2020

### ASSETS

<table>
<thead>
<tr>
<th>Asset</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cash on Hand</td>
<td>19,736</td>
</tr>
<tr>
<td>Equity in Pooled Cash</td>
<td>2,620,283</td>
</tr>
<tr>
<td>Equity in Pooled Investments</td>
<td>26,341,876</td>
</tr>
<tr>
<td>Accounts Receivable</td>
<td>0</td>
</tr>
<tr>
<td>Due from Other Funds</td>
<td>0</td>
</tr>
<tr>
<td>Interest Receivable</td>
<td>10,328</td>
</tr>
<tr>
<td>Inventory</td>
<td>123,866</td>
</tr>
<tr>
<td>Prepaids</td>
<td>212,908</td>
</tr>
<tr>
<td>Other Assets-Deposits</td>
<td>9,865</td>
</tr>
</tbody>
</table>

### TOTAL ASSETS

29,338,862
## ORANGE COUNTY LIBRARY DISTRICT
### OPERATING FUND
#### BALANCE SHEET - LIABILITIES & FUND BALANCE
##### February 29, 2020

### LIABILITIES
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Accounts Payable</td>
<td>276,826</td>
</tr>
<tr>
<td>Retainage Payable</td>
<td>7,463</td>
</tr>
<tr>
<td>Accrued Wages Payable</td>
<td>717,071</td>
</tr>
<tr>
<td>Accrued Sales Tax</td>
<td>2,796</td>
</tr>
<tr>
<td>Accrued Fax Tax</td>
<td>301</td>
</tr>
<tr>
<td>Due To Friends of the Library</td>
<td>15</td>
</tr>
<tr>
<td>Employee Payroll Deductions:</td>
<td></td>
</tr>
<tr>
<td>United Appeal</td>
<td>298</td>
</tr>
<tr>
<td>Weight Watchers &amp; Vision Plan</td>
<td>304</td>
</tr>
<tr>
<td>Daughters of American Revolution</td>
<td>184</td>
</tr>
<tr>
<td>Staff Association</td>
<td>(130)</td>
</tr>
<tr>
<td><strong>TOTAL LIABILITIES</strong></td>
<td><strong>1,005,128</strong></td>
</tr>
</tbody>
</table>

### FUND BALANCE
<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Nonspendable:</td>
<td></td>
</tr>
<tr>
<td>Inventory</td>
<td>123,866</td>
</tr>
<tr>
<td>Prepaid Items and Deposits</td>
<td>222,773</td>
</tr>
<tr>
<td>Annetta O'B Walker Trust Fund</td>
<td>4,000</td>
</tr>
<tr>
<td>A.P. Phillips Memorial Fund</td>
<td>100,000</td>
</tr>
<tr>
<td>Willis H. Warner Memorial Fund</td>
<td>33,712</td>
</tr>
<tr>
<td>Perce C. and Mary M. Gullett Memorial Fund</td>
<td>19,805</td>
</tr>
<tr>
<td>Committed:</td>
<td></td>
</tr>
<tr>
<td>Vivian Esch Estate Fund</td>
<td>44,198</td>
</tr>
<tr>
<td>Edmund L. Murray Estate Fund</td>
<td>724,689</td>
</tr>
<tr>
<td>Arthur Sondheim Estate Fund</td>
<td>39,941</td>
</tr>
<tr>
<td>Strategic Plan</td>
<td>4,000,000</td>
</tr>
<tr>
<td>Unassigned</td>
<td>9,262,440</td>
</tr>
<tr>
<td>Current Year Revenue over Expenditures</td>
<td>13,758,310</td>
</tr>
<tr>
<td><strong>TOTAL FUND BALANCE</strong></td>
<td><strong>28,333,734</strong></td>
</tr>
</tbody>
</table>

**TOTAL LIABILITIES & FUND BALANCE**: **29,338,862**
### ORANGE COUNTY LIBRARY DISTRICT
### MONTHLY ROLLOVER
### February 29, 2020

<table>
<thead>
<tr>
<th></th>
<th>BALANCE 01/31/20</th>
<th>RECEIPTS</th>
<th>DISBURSE</th>
<th>BALANCE 02/29/20</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity in Pooled Cash</td>
<td>2,533,087</td>
<td>3,122,615</td>
<td>3,035,419</td>
<td>2,620,283</td>
</tr>
<tr>
<td>Equity in Pooled Investments</td>
<td>26,687,131</td>
<td>29,745</td>
<td>375,000</td>
<td>26,341,876</td>
</tr>
<tr>
<td></td>
<td><strong>29,220,218</strong></td>
<td><strong>3,152,360</strong></td>
<td><strong>3,410,419</strong></td>
<td><strong>28,962,159</strong></td>
</tr>
<tr>
<td><strong>SINKING</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity in Pooled Investments</td>
<td>960,051</td>
<td>42,674</td>
<td>-</td>
<td>1,002,725</td>
</tr>
<tr>
<td><strong>CAPITAL PROJECTS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity in Pooled Investments</td>
<td>11,167,770</td>
<td>345,131</td>
<td>-</td>
<td>11,512,901</td>
</tr>
<tr>
<td><strong>SELF FUNDED HEALTH</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Equity in Pooled Cash</td>
<td>716,396</td>
<td>249,540</td>
<td>203,711</td>
<td>762,225</td>
</tr>
<tr>
<td>Claims Payment Checking Account</td>
<td>72,000</td>
<td>153,967</td>
<td>152,967</td>
<td>73,000</td>
</tr>
<tr>
<td>Equity in Pooled Investments</td>
<td>4,279,859</td>
<td>4,589</td>
<td>-</td>
<td>4,284,448</td>
</tr>
<tr>
<td></td>
<td><strong>5,068,255</strong></td>
<td><strong>408,096</strong></td>
<td><strong>356,678</strong></td>
<td><strong>5,119,673</strong></td>
</tr>
</tbody>
</table>
ORANGE COUNTY LIBRARY DISTRICT
GENERAL POOLED INVESTMENTS
February 29, 2020

<table>
<thead>
<tr>
<th>INVESTMENT TYPE</th>
<th>DOLLARS</th>
</tr>
</thead>
<tbody>
<tr>
<td>US TREASURY SECURITIES</td>
<td>12,996,005</td>
</tr>
<tr>
<td>MONEY MARKET FUNDS</td>
<td></td>
</tr>
<tr>
<td>Federated Treasury Obligations Fund</td>
<td>678,277</td>
</tr>
<tr>
<td>Federated Government Obligations Fund</td>
<td>1,090,401</td>
</tr>
<tr>
<td>LOCAL GOVERNMENT INVESTMENT POOLS</td>
<td></td>
</tr>
<tr>
<td>Florida Safe</td>
<td>13,476,503</td>
</tr>
<tr>
<td>Florida Prime (SBA)</td>
<td>14,900,764</td>
</tr>
<tr>
<td>TOTAL</td>
<td>43,141,950</td>
</tr>
</tbody>
</table>

US Treasury
Securities, 30%

Federated
Treasury
Obligations Fund, 3%

Federated
Government
Obligations Fund, 2%

Florida Prime, 34%

Florida Safe, 31%

US Treasury
Securities, 30%
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Dashboard: February 2020
Digital usage was up 10% comparing February 2020 to February 2019 and the daily average was 6,845 checkouts per day. Our newest resource, cloudLibrary, had 288 checkouts. RBStreaming statistics were: Acorn as the top performer with 997 views/69% of usage. Then followed by Great Courses (3276 views/26%), and Qello (74 views/5%). Hoopla numbers were: new registrations last month were 632. The average number of circs per user was 3.8 and 722 users used the maximum 10 borrows. The Hoopla usage breakdown remains consistent: Audiobooks at 50%, Movies/TV = 14%, Music = 8%, eBooks = 22% and Comics = 6%.

The second episode of the Melrose in the Mix television show aired on WUCF-TV on February 20 at 8:30 p.m., featuring Orlando-based, nationally-touring band The Pauses. WUCF has subsequently posted the episode online.

We welcomed 228 new Melrose Members in February, while 6,480 people visited the Center.
Events for February 2020 were up 13.23% and attendance is up 10.55% compared to last year. We offered 151 more events this year with an increase of 3,130 people in attendance.

On 15 February, 386 people attended the 2020 Melrose Creative Expo which featured family-friendly activities and the presentation of this year’s Melrose Awards. The Southeast Branch hosted the Mini BizKids Market on 22 February, allowing 298 people to shop at a variety of youth-run businesses. On 1 February, the Winter Garden Branch hosted Community Connect – All You Need is Love in which 280 guests came out to decorate valentines and share their love for their favorite books.

On 15 February, 198 guests attended the Orlando Public Library’s Youth Art Show Reception to view artwork created by local K-12 students.

We are down 8.45% in classes. In February 2020, 144 fewer classes were presented compared to system-wide last year. We are up 6.71% in attendance, an increase of 334 people for classes from last year. In February 2020, we presented 21 Offsite Events reaching 1,209 people. Last year, we presented 24 Offsite Events and reached 1,825 people. This year, we attended 32 Community Events reaching 1,627 people. Last year we attended 17 Community Events and reached 1,063 people.

Events/Class Attendance

<table>
<thead>
<tr>
<th>Location</th>
<th>2020</th>
<th>2019</th>
<th>% Change</th>
<th>2020</th>
<th>2019</th>
<th>% Change</th>
</tr>
</thead>
<tbody>
<tr>
<td>Orlando Public Library</td>
<td>6,159</td>
<td>6,898</td>
<td>-10.7%</td>
<td>1,492</td>
<td>1,032</td>
<td>44.6%</td>
</tr>
<tr>
<td>Alafaya</td>
<td>3,907</td>
<td>2,904</td>
<td>34.5%</td>
<td>313</td>
<td>318</td>
<td>-1.6%</td>
</tr>
<tr>
<td>Winter Garden</td>
<td>3,889</td>
<td>1,922</td>
<td>91.8%</td>
<td>266</td>
<td>250</td>
<td>6.0%</td>
</tr>
<tr>
<td>South Creek</td>
<td>2,942</td>
<td>2,862</td>
<td>2.8%</td>
<td>328</td>
<td>244</td>
<td>34.4%</td>
</tr>
<tr>
<td>Windermere</td>
<td>2,699</td>
<td>1,642</td>
<td>64.4%</td>
<td>291</td>
<td>180</td>
<td>61.7%</td>
</tr>
<tr>
<td>Southwest</td>
<td>2,377</td>
<td>2,514</td>
<td>-5.4%</td>
<td>264</td>
<td>397</td>
<td>-33.5%</td>
</tr>
<tr>
<td>Chickasaw</td>
<td>2,088</td>
<td>2,640</td>
<td>-20.9%</td>
<td>325</td>
<td>333</td>
<td>-2.4%</td>
</tr>
<tr>
<td>Southeast</td>
<td>1,745</td>
<td>2,117</td>
<td>-17.6%</td>
<td>558</td>
<td>668</td>
<td>-16.5%</td>
</tr>
<tr>
<td>North Orange</td>
<td>1,869</td>
<td>1,747</td>
<td>7.0%</td>
<td>191</td>
<td>223</td>
<td>-14.3%</td>
</tr>
<tr>
<td>South Trail</td>
<td>1,400</td>
<td>670</td>
<td>109.0%</td>
<td>290</td>
<td>149</td>
<td>94.6%</td>
</tr>
<tr>
<td>West Oaks</td>
<td>1,418</td>
<td>1,302</td>
<td>8.9%</td>
<td>167</td>
<td>192</td>
<td>-13.0%</td>
</tr>
<tr>
<td>Herndon</td>
<td>1,409</td>
<td>690</td>
<td>104.2%</td>
<td>89</td>
<td>202</td>
<td>-55.9%</td>
</tr>
<tr>
<td>Fairview Shores</td>
<td>1,053</td>
<td>632</td>
<td>66.6%</td>
<td>321</td>
<td>175</td>
<td>83.4%</td>
</tr>
<tr>
<td>Hiawassee</td>
<td>600</td>
<td>776</td>
<td>-22.7%</td>
<td>246</td>
<td>231</td>
<td>6.5%</td>
</tr>
<tr>
<td>Eatonville</td>
<td>823</td>
<td>702</td>
<td>-11.3%</td>
<td>8</td>
<td>197</td>
<td>-95.9%</td>
</tr>
<tr>
<td>Washington Park</td>
<td>446</td>
<td>709</td>
<td>-37.1%</td>
<td>125</td>
<td>146</td>
<td>-14.4%</td>
</tr>
<tr>
<td>Online</td>
<td>-</td>
<td>-</td>
<td>0.0%</td>
<td>41</td>
<td>44</td>
<td>-6.8%</td>
</tr>
<tr>
<td>TOTAL</td>
<td>34,421</td>
<td>30,727</td>
<td>12.0%</td>
<td>5,315</td>
<td>4,981</td>
<td>6.7%</td>
</tr>
</tbody>
</table>

Social Media:

- Good Reads: 32,000 (↑ 32.0%)
- Pinterest: 2,730 (↑ 2.7%)
- YouTube: 1,675 (↑ 1.7%)
- Instagram: 1,010 (↑ 1.0%)
- Twitter: 906 (↑ 9.0%)
- Facebook: 1,213 (↑ 2.1%)
- Fairview Shores: 3.5%
- Chickasaw: 6.1%
- North Orange: 5.2%
- Herndon: 3.8%
- Hiawassee: 2.1%
- Eatonville: 1.6%
- Online: 0.1%
- Washington Park: 1.4%

Overall, our networks saw healthy engagement and impressions this month. Twitter saw a marked improvement from last month to this month in engagement – particularly with regard to replies and retweets. Our more recent posts about early voting have all performed very well. Additionally, a video promoting the Chinese New Year Celebration at the Orlando Public Library and a post about this month’s Sunshine State Author Series visits rounded out the top three performing posts on our networks this month.
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Action Items
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Library Director / Chief
Executive Officer Search
I. ISSUE STATEMENT
In order to start the search for a new Chief Executive Officer for the Orange County Library System, the Library needs to get the search process approved in order to move forward.

II. EXECUTIVE SUMMARY AND BACKGROUND
Mary Anne Hodel, the current Chief Executive Officer, officially gave notice of her upcoming retirement at the January 2020 Board meeting with an effective date of January 2021. This leaves the Board of Trustees with a vacancy to fill.

In order to start the search process, at this time, the Library needs Board approval of the Job Description, Starting Salary Range, Budget, Timeline, and the Process Structure.

Staff offers the following options:

III. OPTIONS
Option 1 – Approve all five components
1. Job Description
2. Starting Salary Range
3. Budget
4. Timeline
5. Process Structure

Advantage:
Starts the search process to find the new Library CEO.

Disadvantage:
None.

Option 2 – Don’t approve all or some of the components.

Advantage:
Gives more time for review and to changes to the process.

Disadvantage:
Delays the start of the search which may lead to missing qualified candidates.

IV. RECOMMENDATIONS
Staff recommends Option 1 to approve the Job Description, Starting Salary Range, Budget, Timeline, and the Process Structure.
JOB DESCRIPTION

JOB TITLE: Chief Executive Officer
DEPARTMENT: Administration
REPORTS TO: Library Board of Trustees
FLSA: Exempt
GRADE: 22
DATE: 1/21/2020

SUMMARY:
Perform functions, as Chief Executive Officer, to establish, implement and communicate strategies, direction, plans and programs for the operation and growth of the Library System to suit the needs of the community; and direct the efforts of subordinate Department Heads/Branch Managers under the policies, guidance and at the pleasure of the Board of Trustees. The Orange County Library System is an Independent Special Taxing District to the State of Florida and governed by the Library Board of Trustees and the Library Governing Board.

ESSENTIAL FUNCTIONS:
This class specification lists the major duties and requirements of the job and is not all-inclusive. Incumbent(s) may be expected to perform job-related duties other than those contained in this document and may be required to have specific job-related knowledge and skills.

- Defines the mission of the Library System and communicates concepts and objectives to the Board of Trustees; plans long and short-term strategies, programs and systems for implementation and communication to staff and the public; directs and motivates the efforts of immediate staff to ensure that activities are targeted toward realization and fulfillment of established mission.
- Acts as steward of the Library's collection; establishes the overall goals for the selection, control, dissemination, management and maintenance of the Library's collection and directs the accumulation, arrangement and disposition of materials; ensures that the Library's practices and technology are sufficient and effective; secures the parcels and land suitable for branch facilities, arranges financing and negotiates terms of purchase. Selects, under appropriate Florida Statutes, the site engineer, architect and contractor to design and build appropriate facilities that will deliver innovative services to the community.
- Manages the Library's capital resources; ensures the appropriate construction, renovation, maintenance, location and utilization of physical facilities and equipment.
- Manages the Library's financial resources; examines system wide and division budget proposals, proposes capital funding projects and devises appropriate capital funding plan with correct millage to accomplish plan which may require a major marketing plan to align the Board of Governors and citizens. Ensures compliance with fiscal, operating, reserve and growth objectives; presents or directs the presentation of budgetary issues to Board of Trustees and responds to related inquiries; ensures proper accounting, reporting and auditing of the Library's financial systems and records; presents and interprets financial statements and other financial reports to Board of Trustees and other regulatory agencies or organizations and responds to related inquiries.
ESSENTIAL FUNCTIONS: (continued)

- Invests the Library's financial resources; specifically, the Defined Benefit Pension Plan, the Health Insurance Self-Funded Plan and the Melrose Endowment Fund in appropriate authorized funding vehicles to maximize investment returns while protecting principle. Acts as fiduciary for Library funds, publishes fiduciary statements periodically but at least annually.
- Ensures that all elements of the Library's operations are in compliance with Library Board of Trustees, Library Board of Governors, State, Federal and Local regulations, legal requirements and mandates.
- Prepares and presents periodic and special reports to the Library Board of Trustees relating to Library System operating statistics, project activities and issues of significance affecting the Library System.
- Defines, develops and modifies the staffing structure of the Library System including all divisions of responsibility and levels of authority; ensures that human resource systems including policies, practices, employment, employee relations, compensation and benefits programs are in compliance with regulatory requirements and meet sufficient competitive standards to attract and retain qualified staff; interviews, selects and trains immediate staff and reviews/authorizes the hiring and discipline of other Library staff.
- Manages relationships with unions, if applicable, as well as non-represented staff. Selects union negotiator, as needed, and guides progress of contract negotiations.
- Establishes organizational goals, objectives and assignments; reviews and explains work, monitors work quality and provides guidance to resolve operating problems.
- Explains and enforces Library rules and regulations, interprets and clarifies policy and maintain harmonious employee relations; establishes standards of performance, appraises performance and authorizes changes in employee status; monitors and authorizes staffing plans and operating policies and procedures for operations.
- Establishes standards and goals for staff training related to professional, technical and managerial concepts and job requirements; authorizes implementation plans, related policies and specific programs and monitors results; establishes management systems and professional precepts and directs the implementation of related programs.
- Plans and implements public relations activities to ensure that the Library, its services and mission are effectively represented to the public; represents librarianship and the Library System to the public as its chief spokesperson, through media communications, appearances at selected events, speaking engagements, membership and participation in community service, civic and professional organizations and other similar activities.
- Develops and implements systems and models to market the Library's services and programs and to support and advance the Library's role in the community.
- Maintains current awareness of technological and managerial advances relating to library services; develops and implements systems to update and enhance library services to the public through the utilization of technological innovations.
- Maintains current awareness of library science and emerging issues affecting libraries and public access to information, including related perspectives, pending legislation, as well as the public's perception of libraries and their roles.
- Participates and develops an active presence in the Florida Library Association, the American Library Association and subsidiary or affiliated organizations to represent the Library System and influence others engaged in or interested in matters affecting libraries.
QUALIFICATIONS:
To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required.

Education and Experience:
Master’s degree in library science; AND ten (10) years of professional librarian experience, five (5) years of which were at a managerial level; OR an equivalent combination of education, training and experience.

Required Certificates, Licenses, and Registrations:
- Florida Driver’s license.

Required Knowledge and Skills
Required Knowledge:
- Professional public library operations.
- Current trends and developments in the fields of executive leadership, management, public administration, and library services.
- Finance and accounting, including financing methods, public and private funding sources; and complex budget development, administration, and control.
- Complex project planning methods and techniques.
- Pertinent Federal, State, and Local laws, regulations, and ordinances.
- Library policies and procedures.
- Administrative principles and practices, including goal setting, program development, implementation and evaluation, and the management of employees through multiple levels of supervision.
- Principles and practices of developing teams, motivating employees and managing in a team environment.
- Techniques and practices for efficient and cost-effective management of resources.
- Techniques for working with a variety of individuals from various socioeconomic, ethnic and cultural backgrounds.
- Principles and techniques of making effective oral presentations.
- Correct business English, including spelling, grammar and punctuation.

Required Skills:
- Planning, organizing and administering a comprehensive and varied library operations and services operations.
- Administering programs and staff directly and through subordinate supervision.
- Analyzing the implications of various business and organizational situations pertaining to the Library so as to render sound, logical decisions.
- Developing and implementing goals, objectives, policies, procedures and work standards.
- Interpreting, applying and explaining applicable laws, codes and regulations.
- Providing consulting services to supervisors and managers.
- Preparing clear and concise reports, correspondence and other written materials.
- Using tact, discretion and prudence in working with those contacted in the course of the work.
- Making effective oral presentations to large and small groups.
Required Skills: (continued)

- Contributing effectively to the accomplishment of team or work unit goals, objectives and activities.
- Establishing and maintaining effective working relationships with those contacted in the course of the work.
- Upholding the Library System’s mission and values in the pursuit of all duties; respect for the individual, our organization, and the community, excellence, and integrity in actions, while providing excellent customer service to all internal and external customers.
- Working constructively with the State Library of Florida in advancing state goals and state library initiatives.

PHYSICAL/MENTAL REQUIREMENTS:
The physical demands described herein are representative of those that must be met by an employee to successfully perform the essential functions of the job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Mobility to work in an office setting, use standard office equipment and stamina to sit and stand for extended periods of time; strength to lift and carry up to 30 pounds; vision to read printed materials; and hearing and speech to communicate in person or over the telephone. Incumbent must have the ability to bend, reach, stoop and push.

WORKING ENVIRONMENT:
Work is performed in a Library setting. Travel required to branches, office locations throughout the Library system and to Tallahassee, the site of State Library.

I understand it is my responsibility to uphold the Library System’s mission and values in pursuit of all duties including:

- Adding to quality of life by creating a learning environment and experiences that foster personal growth and development.
- Promoting LEARNING to improve the lives of those in the Community.
- Empowering and fostering CREATIVITY and COLLABORATION.
- Delivering outstanding SERVICE to external and internal customers.
- Demonstrating RESPECT, INTEGRITY, and EXCELLENCE.

I have read and understand the contents of this Job Description, and I have received a copy of this Job Description for my records.

PRINT NAME: 

SIGNATURE: __________________________ DATE: __________
# Library Director Survey

**January 2020**

<table>
<thead>
<tr>
<th>Library</th>
<th>Minimum</th>
<th>Midpoint</th>
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<tbody>
<tr>
<td>Broward County, FL</td>
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<td>Duval County, FL</td>
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**Recommended Hiring Range** $151,882 - $160,000
# New CEO Search Budget Proposal

## Current Fiscal Year 2019 - 2020

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<th>Budget</th>
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<td>CEO Search</td>
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<td>Advertising in Library Journal (2 Months)</td>
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<td>(flights, hotel, transportation, food, etc.)</td>
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<tr>
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## Fiscal Year 2020 - 2021

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<tbody>
<tr>
<td>Relocation Services</td>
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## Total Budget Requested

| Total Budget Requested                                    | $17,350.00|
Process and Time Line for Director Selection

March 13, 2020 - April 30, 2020  Board President establishes a search committee whose focus is to create a short list of no more than 5 candidates from all qualified resumes submitted.


May 1, 2020  Search committee members finalized.

June 2, 2020  Resumes from all qualified candidates sent to search committee to review.

June - July 15, 2020  HR schedules search committee meeting(s) to discuss candidates and to create the short list.

July 31, 2020  HR will complete background checks on short list candidates.

August 4, 2020  The resumes of the short list candidates sent to Board members for review.

August 13, 2020  Individually, each Board member will rank and email their top 3 candidate choices to HR. HR will combine and forward these results to the Committee Chair. The top 3 candidates will be contacted to interview.

August 17, 2020  HR begins coordinating and scheduling interviews with Board.

End of August - Early September  Candidate interviews with Board.

September 10, 2020  Board Meeting  Discussion and finalist ranked. References for top choice will be checked. Once references are checked, the selected candidate will be notified. Contract and

October 15, 2020  Contract and salary negotiations finalized.

December 15, 2020 - January 9, New CEO starts.

Committee Members
Rich Maladecki - Chair
Ted Maines
Lisa Franchina
FOL Rep
County Rep
City Rep
?
Process

April
- HR advertises position and forwards all qualified applicants to the search committee.

June
- Search committee filters the applicant pool down to no more than 5 candidates (Short List).

August
- Board interviews top 3 candidates.

Aug. – Sept.
- Short list emailed to Board members for review. Board then ranks and emails their top 3 to HR. HR forwards results to Committee Chair to determine the overall top 3.

September
- Board discusses and ranks finalist at September Board Meeting.

October
- Offer made to top ranked candidate.
Library Director / Chief Executive Officer Search

Minutes of a regular meeting of the Board of Trustees of the Orange County Library System, held in the City of Orlando, on the 12th of March 2020, at 6:00 p.m., prevailing Eastern Time.

PRESENT:

ABSENT:

The Board Resolves:

1. To approve staff to start the search for a new Chief Executive Officer by approving the Job Description, Starting Salary Range, Budget, Timeline, and the Process Structure.

2. All resolutions that conflict with the provisions of this resolution are rescinded.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED:

__________________________________________
Secretary
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Discussion & Possible Action Items
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Information
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Director’s Report
Engagement was down across our channels by 1% this month, however, we still received more than 27,000 engagements throughout February. In particular, Twitter grew 9%. We also generated more than 8,013 link clicks this month.

Top-performing posts on Facebook:
- A video post promoting the Chinese New Year celebration at the Orlando Public Library. It received 594 total engagements, including 2,347 video views and 24 shares.
- Our ‘Blind Date with a book’ posts received 86 likes, 5 comments and 4 saves.
- Staying the already-identified trend of favorable response to our branches and facilities, our post promoting the Alafaya Branch’s 20th anniversary performed well. We received 87 likes, 2 comments and 2 saves.

Top-performing posts on Instagram:
- Our ‘Blind Date with a book’ posts received 86 likes, 5 comments and 4 saves.
- Staying the already-identified trend of favorable response to our branches and facilities, our post promoting the Alafaya Branch’s 20th anniversary performed well. We received 87 likes, 2 comments and 2 saves.

Outreach Highlights
- From January 29 to February 25, OCLS staff participated in 72 offsite and community events. The attendance at those events was 4,846.
- OCLS participated in District Three Orange County Commissioner Mayra Uribe’s 1st Annual ‘Repack your Backpack’ event on February 15. The event offered free school supplies, safety helmets and more to help children mid-schoolyear.

Local Wanderer
- Local Wanderer continues to be highly used with 129 pass reservations being made this month. The total value of passes checked out by customers was $6,587.
- Notable offerings include tickets to Henry IV, Part 1 at Orlando Shakespeare Theater and a performance of The Doors’ L.A. Woman by Classic Albums Live at Hard Rock Live.
- This month’s Facebook post announcing the Henry IV show received 86 engagements and we reached 1,612 people.
- MPR has been invited to speak about Local Wanderer at the Northeast Florida Library Information Network (NEFLIN) conference in April in Jacksonville.
- Herndon Branch began a collaboration on a class with Rollins College’s Cornell Fine Arts Museum called ‘Look, See, Create: Afternoon Art’. The collaboration was born through Local Wanderer discussion.

- A fresh round of Learn. Grow. Connect. ads were released. The ads highlight: reading to dogs, bookclubs and library card sign-up.

Media Highlights
- The Community Paper profiled Youth Services librarian Silence Bourn on January 28 in a piece titled ‘People of O-Town: You can’t judge a book by its cover, but your librarian can help.’
(Sources: https://www.yourcommunitypaper.com/articles/you-cant-judge-a-book-by-its-cover-but-your-librarian-can-help/)

Nuggets
- Our OCLS x StoryCorps exhibit of Thomas Thornebecken sketches began a tour of branches starting with the South Trail branch where it will remain through April. Customers can view the sketches and listen to stories of library customers.

These Three Things
February TTT Schedule
- Feb. 3 – Host: Whitney Gonzalez/Location: The Melrose Center
- Feb. 10 – Host: Tony Orengo/Location: Alafaya Branch (Spanish)
- Feb. 17 – Host: Iris Velasquez/Location: North Orange Branch
- Feb. 24 – Host: Veronica Tinsley/Location: Washington Park Branch

- TTT on Facebook: 885 total engagements, 8,288 total impressions
- TTT on Instagram Stories: 284 viewers, 116 total engagements
- TTT views on IGTV: 754 views

Of note, Friends of the Library Board Vice President (and social media influencer) Whitney Gonzalez was our star on February 3 resulting in a notable spike. On Facebook, her episode received 542 engagements, including 13 shares and 1,179 video views.
Director’s Report March 2020

Early voting has begun at multiple locations. This year, South Creek, West Oaks, Chickasaw, Southwest, Hiawassee, Southeast, Washington Park and Fairview Shores are serving as early voting locations. Early voting began on March 2, and it ends on March 15.

The Local Wanderer program, which offers free passes to museum and cultural institutions to library cardholders on a first come, first served basis, continues to be extremely popular. During the month of February, 129 reservations were made by our customers. Notable offerings during February included tickets to Henry IV, Part 1 at Orlando Shakespeare Theater, and a performance of the Doors’ LA Woman by Classic Albums Live at Hard Rock Live. Marketing Specialist Scottie Campbell and Outreach Coordinator Mike Donohue have been invited to present on the program at Northeast Florida Library Information Conference in Jacksonville.

Registration begins on April 1 for the annual Summer Reading Program, which runs from May 30 through August 1. This year’s theme is Imagine Your Story, and not only will there be the usual summer reading events, camps and classes – but OCLS will also be hosting the Big Read, an NEA-funded program that encourages communities to come together over the shared experience of reading the same book. The book staff have chosen is Pretty Monsters by author Kelly Link, and we will kick off Big Read festivities with the author herself. She will be here on May 17 to talk about her work, and we will host a month of programming, in partnership with Valencia College, inspired by her book. Pretty Monsters is a series of fantasy/sci fi stories, so the events dovetail nicely with our summer reading theme.

On Saturday, March 14, OCLS will host the annual Orlando Book Festival here at the Orlando Public Library, featuring keynote speeches from bestselling authors Dhonielle Clayton, COO of We Need Diverse Books, and the ever-popular Tim Dorsey, author of Naked Came the Florida Man. OCLS will also host author panels, book signings and talks throughout the day.

One more upcoming author event is the Southwest Author Series, happening at the Southwest Branch on April 24. This popular event, sponsored by the Rotary Club of Dr. Phillips, features New York Times bestselling author James Grippando.

Included at the end of the Director’s Report, please find the safety report of all OCLS facilities from the Florida League of Cities.

Recent System-wide Events
Melrose Center

- The 6th Anniversary of the Melrose Center was celebrated on February 15 with our annual Melrose Creative Expo. As is tradition, the Expo began with the Melrose Awards presentation, honoring the best projects created at least in part in the Melrose Center during the past year. There were a couple category changes for this year’s edition of the Melrose Awards. The former Audio category was split into two categories: Music Recording and Voice Recording. The change was made to differentiate between songs and podcast/voiceover projects. This year we also brought back the Maker category, bringing the number of categories up to six for the first time in the competition’s history. We were fortunate to have the support of returning sponsors OUC, Adams Learning and the Friends of the Orange County Library System, who provided funds for the winning prize money and gift cards given to the category finalists. See a photo of the winners here. The 2020 Melrose Awards Winners:
  o Grand Prize and Music Recording – Kevin Meehan and Evan Taylor Jones ($1,000 winner)
  o Voice Recording – Ben Eisen ($200)
  o Video – Kim Honnell ($200)
  o Photo – Catelyn Richard ($200)
  o Digital Media Design – Jeremiah Garcia and Nicholas Walton ($200)
  o Maker – Danielle Kerkes ($200)
  o Director’s Pick – Laura Leandra ($100)
The Expo also featured more than a dozen community exhibitors and our usual array of fun activities. There were improv shows on the Melrose stage, Melrose in the Mix sessions in the Audio Studio, portraits in the Photo Studio, a green screen cycling experience in the Video Studio, a VR game involving the excavator sim at the Interactive Media Wall, multiple Fab Lab activities and simulator demonstrations to entertain the 386 people who attended.

The February Melrose in the Mix session on February 2 featured experimental hip hop/indie artist Mag.Lo, who performed for a sold out Audio Studio audience of 26 people. Mag.Lo was accompanied by two vocalists for the session, including Diana Rodriguez from Alafaya.

The second episode of the Melrose in the Mix television show aired on WUCF-TV on February 20 at 8:30 p.m., featuring Orlando-based, nationally-touring band The Pauses. WUCF has subsequently posted the episode online. See it here.

On February 5, the Audio Studio staged the recording of our second Reel to Real Podcast, with Bruce Hensal and Leo Linares hosting. Guests were Debbie Smith (calling in from Akron, Ohio) and Beth McKee. Beth is well-known in the Central Florida and all around the southeast for her southern roots music and community activism through her Swamp Sistas movement, and she has performed at two previous Melrose in the Mix sessions. Debbie is one of the pioneering women of rock & roll and was a founding member of 1970s groups The Poor Girls and Chi Pig. The Audio team engineered the session while the Video team captured video of the podcast. This episode is scheduled to be released in April. The premiere Reel to Real Podcast episode, recorded in January, is set to premiere in March.

On February 23, the Theatre Meetup: Voice Workshop, featured guest presenter Elaine Pechacek. Elaine is a voice instructor, composer and owner of Dragonfly Studio & Productions, and she offered a group beginner-level voice lesson for 26 attendees.

The Video team hosted Open Broadcaster Software on February 19, demonstrating how to use free and open source software to successfully live stream video. The Video Meetup drew 18 attendees.

Say it Paint So, our acrylic painting series, had four attendees on February 9, while the Design Meetup: Intro to Adobe InDesign on February 13 drew three.

Open Mic: The Voice of Melrose saw three performers and eight attendees on February 27.

The Fab Lab had nine attendees at their Makers Meetup: Make a Laser Cut Garden Stake, held on February 25.

There were 12 Makerspace Open Labs held in February, with a total attendance of 176. One Family STEM Saturday was held during the month with four in attendance.

Membership for Melrose Meetup groups continued to grow during February:
- Orlando Audio – 1,066 (+9)
- Orlando Digital Media Design – 1,104 (+28)
- Orlando Melrose Makers – 92 (+4)
- Orlando Out Tonight Theatre – 2,023 (+51)
- Orlando Photo+Design – 3,173 (+24)
- Orlando Video & Post Production – 2,325 (+29)

There were four community meetups during February, with attendance as follows:
- Orlando Machine Learning & Data Science – 25
- Orlando.NET Users Group - 10
- Ableton Users Group Orlando – 8
- Orlando Robotics & Makers Club – 8

We welcomed 228 new Melrose Members in February, while 6,480 people visited the Center.

Lastly, listen here to “Charlottesville”, the 2020 Melrose Awards Grand Prize Winner, by Sugar City (Kevin Meehan and Evan Taylor Jones.)

Alafaya
- On 1 February, the Alafaya Branch held “Pop-Up Crafts!” Participants made a different craft, each hour, during our 20th anniversary! 148 people participated.
- On 1 February, during the Alafaya Branch 20th anniversary the library branch held, “Virtual Reality Experience,” where 76 people attended.
• On 1 February, during the Alafaya Branch 20th anniversary Joshua Shidel hosted “Super Family Science: Rocket Launch” 89 people attended.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch held, “Green Screen Experience,” 125 people participated.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch held, “Bubble Playtime” during this event children worked on their motor development skills during this interactive bubble class. 113 attended.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch held “Face Painting.” 70 people participated.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch hosted “Animal Storytime,” presented by the Central Florida Fair. 156 community members attended.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch hosted, “Alafaya 20th Anniversary Cake Cutting,” 128 people celebrated by enjoying cake.
• On 1 February, during the Alafaya Branch 20th anniversary Kelly Head led, “Cuisine Corner Junior: Birthday Bash!” 97 people joined in for this birthday themed event.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch hosted, “JiggleMan,” 125 community members attended this event.
• On 1 February, during the Alafaya Branch 20th anniversary the library branch hosted, “Mr. Harley's Kids Concert Dance along to rockin' tunes.” 61 people attended.
• On 3 February, Lauren Mathur hosted, “J is for Jazz,” where kids learned about the lively rhythms and improv sound of jazz music through melodic stories, instrument play and more. 38 participants.
• On 3 February, Kreg Dobzinski led, “Drawing Club,” where participants tried out new drawing techniques. 20 people attended.
• On 4 February, Lauren Mathur led, “Alphabet Adventures.” 38 Participants learned about the alphabet with exciting stories and fun activities. 40
• On 5 February, Lauren Mathur and Michelle Bernabe led, “Bubble Playtime,” during this event children worked on their motor development skills during this interactive bubble class. The class had 100 attendees.
• On 9 February, the Alafaya Branch hosted, “OrisiRisi African Folklore,” where 40 participants experienced the beauty of African life and culture through a unique folkloric performance filled with drumming, dance and storytelling.
• On 10 February, Lauren Mathur hosted, “Sensory Playtime.” Participants dropped in to play and explore a variety of sensory and gross motor activities and toys. There were 45 attendees.
• On 10 February, Andrew Jeffries hosted the monthly program “Building Challenge.” 15 attendees participated in this building program.
• On 11 February, Lauren Mathur hosted, “Love Bugs,” where attendees used heart-shaped cut outs to create little love bugs. 54 people attended.
• On 12 February, Lynette Schimpf led, “Guitar Sing-along.” This baby and toddler sing-along had 48 participants.
• On 16 February, Lauren Mathur hosted, “Get Your Cape On,” 78 people participated in this super hero themed program.
• On 16 February, Andrew Jeffries and Carey Major led, “Escape from Arkham.” During this escape room program participants helped Batman and Robin find a villainous team. 38 people participated.
• On 17 February, Lauren Mathur hosted, “Superhero Storytime Pow! Bam! Wow!” 32 people participated.
• On 18 February, Carey Major hosted, “STEAM Playground.” This science program had 46 attendees.
• On 18 February, Kelly Head hosted, “Comic Book Bracelets,” where attendees created Shrinky Dink comic "action word bubble" bracelets. 26 people attended.
• On 19 February, outside presenter My Gym held, “My Gym Mobile Mommy & Me (ages 0-2).” This program had 57 participants.
• On 19 February, outside presenter My Gym led, “My Gym Mobile Fun & Fitness (ages 3-5).” There were 49 attendees.
• On 22 February, the Alafaya Branch hosted “Meet the Author: Drew Brockington,” 38 met Drew Brockington, author and illustrator of the Sunshine State award winning book "Catstronauts."
On 22 February, the Alafaya Branch hosted, “Angel Paws to Read,” where children could practice their reading skills by reading aloud to therapy dogs. 24 attended.


**Chickasaw Branch**

- On 3 February, 40 participants attended “Animal Storytime presented by the Central Florida Fair.”
- On 5 February, 52 participants attended “Lunar New Year presented by Panda Express.”
- On 8 February, 68 participants attended “NACA Home Buying Workshop.”
- On 14 February, 41 participants attended “Valentine Surprise!”
- On 14 February, 26 participants attended “Valentine Photo Session.”
- On 17 February, 36 participants attended “Snail Tales.”
- On 18 February, 43 students were engaged at the “Three Points Elementary Spring Storytime Outreach.”
- On 29 February, 107 parents, students, and educators learned about OCLS resources at the “Falling In Love With Reading - Outreach.”
- On each Tuesday during the month of February, an average of 42 participants attended “Storytime Crafts.”
- On each Tuesday during the month of February, an average of 34 participants attended “Toddler Time.”
- During the month of February, a total of 58 participants attended “English from Zero.”
- During the month of February, a total of 68 participants attended “English Conversation Hour.”
- During the month of February, a total of 35 participants attended “Practice Makes Perfect Hour.”
- During the month of February, a total of 76 participants attended “English For Families.”
- During the month of February, a total of 202 participants attended “Afterschool Adventures with Hero Spark.”
- During the month of February, a total of 49 participants attended “Tertulia Cuatro Gatos / Spanish Book Club.”
- During the month of February, a total of 25 participants attended “Open Language Lab.”
- During the month of February, a total of 49 participants attended “Meetup: Crochet Projects.”

**Eatonville**

- On 1 February, Eatonville celebrated the life of Zora Neale Hurston at the “Zora Festival” by sharing information about library resources, programs, and services with 127 festival goers.
- On 4 February, Eatonville celebrated Valentine’s Day with “I Love You to the Moon and Back,” where 28 preschoolers enjoyed stories and crafts dedicated to love, family and friendship.
- On 12 February, Eatonville presented Black History Month program “J is for Jazz” to 30 toddlers and preschools gathered to learn about the lively rhythms and improv sound of jazz music through melodic stories, instrument play and more.
- On 18 February, Eatonville hosted “To Be a Drum Celebration” for 40 attendees inspired by dancing, drumming and storytelling.
- On 25 February, Hiawassee presented “Music in the Library: Nathi Gcabashe” to 48 library customers gathered to hear the Grammy-nominated musician Nathi Gcabashe from Durban, South Africa.
- On 6, 13, 20 and 27 February, the weekly “Zero to Five” Storytime at Eatonville averaged 54 preschoolers gathered to develop early literacy skills while enjoying songs, picture books, and nursery rhymes.
- 1-29 February, Eatonville distributed 80 tickets to juvenile library card holders for the OCLS “Check It Out: Central Florida Fair” initiative.

**Fairview Shores**

- During the month of February, “Zero to Five Storytime” averaged 15 participants on Monday mornings. This read-aloud program encourages early literacy skills and includes rhythm and repetition of nursery rhymes, picture books, songs, and flannel board stories.
- During the month of February, an average of 15 children and parents stayed to play after storytime during “Caregiver Connect: Stay & Play” on Monday mornings.
- During the month of February, an average of 13 adults spoke with representatives from Neighborhood Center for Families to learn about various services they offer on Tuesday mornings.
During the month of February, an average of 21 kids and parents enjoyed “Movie and a Craft” on Wednesday afternoons.

During the month of February, an average of 15 children and parents enjoyed stories, songs and fun play with sensory bins during “Pajama Tales” on Wednesday evenings.

During the month of February, an average of 26 toddlers and parents attended “Bubble Playtime” for stories, songs and fun play with bubbles.

On 3 February, 15 kids and parents learned about Southern chef Edna Lewis while making a tasty treat during “Cuisine Corner Junior: Edna Lewis’ Apple Crisp.”

On 4 February, 15 customers sang their favorite love songs during “Karaoke: All the Single Ladies.”

On 5 February, 16 children and parents enjoyed a fun performance of Anne of Green Gables during “REP Readers.”

On 6 February, “Tertulia Cuatro Gatos” entertained 36 customers with poetry reading, songs and a literature discussion.

On 8 February, 13 customers enjoyed a folkloric performance filled with drumming, dance and storytelling during “OrisiRisi African Folklore.”

On 10 February, 11 children and parents learned more about love with science experiments and STEAM challenges during “Science of Love.”

On 11 February, Fairview Shores hosted “Central Florida Book Club” where 27 attendees met to discuss Edith Wharton’s book The Age of Innocence.

On 11 February, 10 kids and parents had lots of building fun with “LEGO Block Party.”

On 11 February, 15 customers attended “Lee Road Safe Neighborhood” to discuss concerns with their neighbors.

On 13 February, 26 toddlers and parents enjoyed bug-themed activities and stories during “Love Bugs.”

On 13 February, 13 children and parents created their own abstract art and learned about artist Alma Thomas during “Alma Thomas Art.”

On 13 February, Katy Comellas-Deliz attended “For the Love of Reading” at Killarney Elementary and spoke with 87 students and parents about library services.

On 14 February, Fairview Shores hosted “Central Florida Book Club” where 29 attendees met to discuss Edith Wharton’s book The Age of Innocence.

On 14 February, 10 babies and parents explored sensory activities made with love during “Baby’s First Valentine Day.”

On 17 February, 18 customers enjoyed experimenting with fondue during “Cuisine Corner Junior: I Dip, You Dip, We Dip.”

On 18 February, 10 children and parents learned some new dance moves during “The Dances of Beyonce.”

On 18 February, 18 customers attended “Cuisine Corner: Black-Eyed Peas” and learned about making a healthy black-eyed pea salad.

On 21 February, 14 customers enjoyed cookies and milk while hearing stories during “Cookies and Milk with a Cop.”

On 25 February, 14 kids and parents had lots of building fun with “LEGO Block Party.”

In February, a total of 126 children and parents engaged in “Pop-Up Crafts” at the library.

This month Fairview Shores continued “BizKids Club” with four events held and an average of 16 middle school children at each event.

This month Fairview Shores distributed 100 tickets to juvenile library card holders for the OCLS “Check It Out: Central Florida Fair” initiative.

Herndon

On 3 February, Limary Velez and Joriel Figueroa hosted “Baby Games.” Twenty-three customers attended.

On 5 February, Joriel Figueroa and Normalee Page hosted “J is for Jazz.” Twenty-one customers attended.

On 6 February, Limary Velez and Normalee Page hosted “A Trip to Africa.” Forty-three customers attended.

On 7 February, Limary Velez hosted “Bubble Playtime.” Twenty-four customers attended.

On 8 February, “Animal Storytime presented by the Central Florida Fair” was held at the Herndon Branch. Thirty-four customers attended.
• On 11 February, Limary Velez and Joriel Figueroa hosted “Baby’s First Valentine’s Day!” Twenty-six customers attended.
• On 12 February, Joriel Figueroa and Vida Pereira hosted “Little Picasso.” Thirty-four customers attended.
• On 17 February, Limary Velez and Joriel Figueroa hosted “Baby Bash.” Twenty-six customers attended.
• On 19 February, Joriel Figueroa and Normalee Page hosted “Monkey See, Monkey Do.” Twenty-three customers attended.
• On 20 February, Limary Velez, Joriel Figueroa and Normalee Page hosted “Little Chef: Red Light, Green Light.” Sixty customers attended.
• On 22 February 2020, the Herndon Branch hosted “OrisiRisi African Folklore.” Twenty-two customers attended.
• On 24 February, Melissa Ricaurte hosted “Shake, Rattle & Roll.” Nineteen customers attended.
• On 26 February, Joriel Figueroa and Normalee Page hosted “Move It! Move It! Move It!” Twenty-four customers attended.
• On 27 February 2020, Limary Velez and Normalee Page hosted “I Love You to the Moon and Back.” Thirty-one customers attended.
• Each Monday and Thursday in February, the Herndon Branch held “AARP Income Tax Assistance.” A total of 163 customers attended for the month.
• Each Wednesday in February, through a partnership with Rollins College, Maggie Finley hosted “Look, See, Create! Afternoon Art.” A total of 60 customers attended the series.

Hiawassee
• On 1 February, Hiawassee hosted a children’s event called “Animal Storytime.” It was conducted by the Central Florida Fair. The twenty-seven attendees learned all about animals and got to play with bunnies and other cuddly creatures.
• On 4 February, Hiawassee Customer Service Lead Clerk Darren Summers conducted a kid’s events called “Scoop!” where kids learned all about the inventor of ice cream and then got to make their own tasty treats. There were nineteen people in attendance.
• On 7 February, Librarian Ashley Taylor conducted a children’s “Bubble Playtime” event with seventeen people engaged in a spirited game of making and catching their own bubbles.
• On 8 February, Hiawassee clerk Kayla Davis conducted an event for Black History Month called “Everyone Has Good Hair” where the fifteen attendees learned all about black hair care.
• On 11 February, as part of Spring Family Fun, Hiawassee hosted an event titled “To Be a Drum Celebration.” Storyteller Evelyn Coleman engaged the 63 attendees with her spirited tales, drumming, and dancing.
• On 12 February, a Hiawassee Cuisine Corner Junior event titled “Edna Lewis’ Apple Crisp” has twenty-four people creating and enjoying their own delicious treats.
• On 13 February, Hiawassee hosted an event for Black History Month titled “Rock the Wrap” where twenty-five people learned about the history of the head wrap and how to create beautiful head wrap stylings.
• On 14 February, Hiawassee clerk Kayla Davis, led a children’s event called “Valentine Surprise,” and there were sixteen people in attendance.
• On 15 February, Hiawassee hosted an African American Authors Festival. The event consisted of eight authors from all over Central Florida talking about their works, their inspiration, and giving tips on how to get published. The event was followed by a question and answer period with all the authors, and there were fifty-nine people in attendance.
• On 18 February, Hiawassee conducted an event called “Freedom Quilt” for Black History Month, and there were seventeen people learning about the history of the quilts.
• This month Hiawassee continued its inaugural “BizKids Club” that was the result of OCLS being selected to receive money from Orange County Government in the form of a $500,000 CRP grant. This month there were four events held with an average of eighteen people at each event.
Main

- On 8 February, 147 customers celebrated Chinese New Year with a performance from the Chinese School of CAAF, Inc. that included music, folk dances, a Dragon Dance and Chinese calligraphy.
- Afropop band Wassalou performed for 142 eager listeners during the 9 February "Music in the Library” event.
- On 11 February, Youth Programming Specialist Noraliz Orengo presented a storytelling session to 135 attendees at the Mt. Sinai Headstart.
- On 15 February, the library held its annual "Youth Art Show Reception," where 198 attendees viewed student artwork created by local K-12th grade students.
- The African American-Read-In had 156 customers celebrating through poetry, story, and song on 16 February.
- On 17 February, TEC hosted STEAM Exploration Day, with 46 customers exploring robots, drones, and virtual reality.
- As part of the LIFE Information for Elders series, "Data Protection and Security for Elders" took place on 20 February, and 78 customers learned the steps they can take to achieve the most efficient digital privacy.
- On 21 February, Youth Services presented educational field trip sessions to students from Pinewood Elementary with 109 in attendance.
- As part of the Sunshine State Author Series, author Victoria Jamieson visited South Creek Middle School and spoke to 93 students about developing characters in a written and visual form.
- Saxophonist Don Black performed a selection of blues, jazz, and pop for an audience of 78 customers on 22 February.
- On 29 February, TEC hosted its first BizKids Mini Market with 201 customers shopping at ten youth-run businesses created through the youth's participation in the BizKids Club.
- The "Money Talks for Women" series, led by a reference librarian, had a total of 27 attendees using Morningstar Investment Research and other tools.
- A total of 193 customers learned to sew various projects by taking a variety of TEC courses, from creating chef aprons to soup bowl cozies.
- The "Social Worker @ the Library" program assisted 85 customers over five sessions.
- A total of 90 customers learned various Microsoft Office software products by taking both online and in-person classes through the TEC.
- The ESOL classes taught by Learning Central staff welcomed 79 students in learning basic English language skills over eight sessions.
- A total of 46 customers learned various Adobe software by taking both online and in-person TEC classes.

North Orange

- On 3 February, Jolanta Wilson hosted “Cooking Decorating”. A total of 30 customers attended the event.
- On 4 February, Myles Thorogood hosted, “To Be a Drum Celebration.” A total of 28 customers attended the event.
- On 7 February, Stacey Lawson hosted, “A Trip to Africa.” A total of 26 customers attended the event.
- On 10 February, Jolanta Wilson hosted, “Artsy Toddler.” A total of 37 attendees participated.
- On 11 February, “Tooth Tales” was presented. A total of 33 customers attended the event.
- On 13 February, Stacy Lawson presented “Love Bugs!” A total of 26 customers attended the event.
- On 13 February, Florida Licensing on Wheels visited the library. A total of 38 customers participated in the event.
- On 14 February, Stacey Lawson, hosted a “Valentine Surprise.” A total of 65 customers attended the event.
- On 15 February, North Orange presented, “Cookies and Milk with a Cop.” A total of 40 customers attended the event.
- On 17 February, Jolanta Wilson hosted “Pop-Up Craft and a Snack.” A total of 25 customers attended the event.
- On 18 February, “Little Chef: Red Light, Green Light” was presented. A total of 39 customers attended the event.
• On 19 February, Stacey Lawson hosted “Tall as a Giraffe.” A total of 27 customers attended the event.
• On 20 February, Stacey Lawson hosted “Look, I’m a Scientist: Liquids and Solids.” A total of 36 customers attended the event.
• On 23 February, Ivey King hosted “Black History Month Movie: Harriet.” A total of 10 people attended the event.
• On 25 February, “Family Gras” was presented. A total of 30 people attended the event.
• On 26 February, Stacey Lawson hosted “Fairytale Adventures.” A total of 35 customers attended the event.
• On 27 February, “J is for Jazz” was presented. A total of 20 people participated.
• On 28 February, “Tall as a Giraffe” was presented. A total of 18 kids and their caregivers attended the event.
• On 28 February, Carlene Godette attended an outreach event at Apopka High School Unity Day. A total of 156 people visited the library table to obtain information about upcoming events and technology classes.
• “Check It Out: Central Florida Fair” ran throughout February. 100 tickets were distributed.
• The “Social Worker @ Your Library” assisted a total of 21 clients on 3, 17 and 24 February.
• Every Wednesday in February, Melissa Cruz and Kayla Johnson hosted “Storytime Crafts.” A total of 4 events were held with an average of 65 attendees per event.
• Every Wednesday in February, Darby Harvey, ESOL Instructor presented “Writing Clearly Intermediate.” A total of 4 classes were taught with an average of 20 attendees per event.
• Kerry Morgan hosted “Communi-Tree: Share the Love.” A total of 68 customers shared random acts of kindness during the month of February.

South Creek
• On 1 February, South Creek celebrated love, family and friendship during “I Love You to the Moon and Back!” During this time 22 children and adults enjoyed a story and interactive Valentine’s Day activities and crafts.
• On 1 February, South Creek hosted 35 budding artists as they discovered their creative side during, “ArtMazing.”
• On 2 February, 50 attendees where dazzled by award-winning magician William Zaballero during, “Magic for Your Mind.”
• On 4 February, South Creek’s librarian attended the “Hunter’s Creek Elementary School Literacy Night” where he was able to discuss library
• On 4 February, South Creek’s librarian attended Literacy Night at Hunter’s Creek Elementary School. He was able to discuss OCLS services and offerings to 85 parents, students, and teachers.
• On 5 February, 45 parents and kids learned about layering while creating a yummy snack during, “Little Chef: Strawberry Yogurt Parfait.”
• On 6 February, South Creek hosted 27 for a time of sensory exporing activities to help develop fine and gross motor skills during, “Baby’s First Valentine’s Day.”
• On 8 February, 36 participants learned about reflection, refraction, and surface tension from shimmering waves of soap films, rainbow bubbles and other bubbles during, “Big Idea Bubble Show.”
• On 9 February, “Tea and Conversation” helped 21 attendees in our community meet new people and build friendships during this social gathering.
• On 12 February, the Youth Program Specialist hosted 166 children and parents at the “Central Florida Zoo Storytime.”
• On 12 February, 50 friends created heart-shaped valentine crafts to surprise the special people in their lives during, “Valentine Surprise.”
• On 13 February, 14 friends learned about lively rhythms and the improv sound of jazz music through melodic stories and instrument play during, “I is for Jazz.”
• On 13 February, 24 attended an enjoyable time of local musical talents during, “Music Club.”
• On 16 February, “Hunter’s Creek Community Band” was an enjoyable time music of provided by our very own local band; 40 attended.
• On 19 February, 51 explorers discovered African culture through interactive stories and activities during, “A Trip to Africa.”
• On 19 February, 14 participants enjoyed a lively conversation about books they love and what they are currently reading during, “Books with a Bite.”
On 22 February, 33 young chefs experienced fondue fun during, “Cuisine Corner Junior: I Dip, You Dip, We Dip.”

On 26 February, 44 chefs learned about African American inventor Garrett Morgan and his creation of the traffic light through food during, “Little Chef: Red Light, Green Light.”

On 3, 4, 10, and 11 February, an average of 40 children and parents attended, “Storytime Crafts” at South Creek. This event is held right after story time to help develop fine motor skills.

On 5, 12, and 19 February, “Tertulia Cuatro Gatos” hosted their weekly meeting where they read poetry and discussed literature; 142 people enjoyed these cultural events.

On 6, 13, and 27 February, South Creek hosted “Let’s Speak Spanish” with an average of 12 students ready to learn basic language skills for those who speak little to no Spanish.

On 10 and 17 February, “Free Yoga Class” hosted 24 students that strengthened their bodies with simple but challenging yoga poses.

Every Monday and Tuesday in February an average of 28 children and parents participated in South Creek’s “Storybook Fun.” This read-aloud program includes folk and animal tales, songs and poetry for children ages 3-5.

On Mondays and Tuesdays in February an average of 46 children and parents attended, “Toddler Time” at South Creek. This event includes stories and activities for children ages 18-36 months.

Every Monday and Tuesday in February an average of 20 children and parents attended, “Tiny Tales” at South Creek. This event includes rhythm and repetition of nursery rhymes to introduce very young children to literature.

On Mondays, Tuesdays, and Wednesdays in February, South Creek’s ESOL classes, “English Conversation Hour,” “English From Zero,” “Practice Makes Perfect, “Reading Clearly,” and “Speaking Clearly” brought in 414 participants.

Each Wednesday and Thursday of February, South Creek hosted “AARP Income Tax Assistance” where 235 members of the community received free income tax assistance.

Each Thursday in February, the “Knitting and Crochet Nook” explored fiber arts with an average of 14 participants.

Each Friday in February, South Creek hosted an average of 28 children and parents as they enjoyed fun, interactive activities during the drop-in event, “Toddler G.A.M.E.S.”

South Trail

During the month of February, “English From Zero” was attended by a total of 84 students on Saturday mornings.

The “Social Worker @ Your Library” assisted a total of 29 clients on 14, 21 and 28 February.

On 3 February, Branch Youth Program Specialist, Stephanie Robinson entertained 66 children at “SOMCA Storytime.”

The 3 February “Science of Love” program provided 13 attendees with the opportunity to take part in fun science experiments and STEAM challenges.

During “You Are What You Eat” on 4 February, participants got the scoop on the foods they eat, from the disgusting facts to the health benefits.

A total of 177 attended “OrisiRisi African Folklore” on 5 February held in celebration of Black History Month.

“Animal Storytime presented by the Central Florida Fair” on 10 February provided 26 children and adults with a furry tale and two chicken friends to meet and greet.

On 10 February, South Trail Youth Program Specialist, Stephanie Robinson, collaborated with Catalina Elementary Parent Engagement Liaison Malissa McCann to offer “Introduction to the Library” to 23 parents and students.

During “Freedom Quilt” on 10 February 11 attendees learned about how quilt patterns became messages that helped slaves travel the Underground Railroad.

A total of 33 children and adults participated in “Love Bugs- Celebrate Valentine’s Day” on 11 February.

During “Cuisine Corner Junior: Edna Lewis’ Apple Crisp” on 17 February, 15 children and their caregivers sampled a no-bake apple crisp inspired by notable African American chef, Edna Lewis.
• “You Are My Sunshine” on 18 February inspired 28 attendees read stories and made crafts to learn how to establish and maintain positive mindset.
• During the 19 February “Food Discovery: Chocolates and Confectionaries” program, staff member Danielle Haight-Mueller introduced 20 attendees to the process and history of making of chocolates and other sweet treats.
• “Rock the Wrap: Headwrap Styling Workshop” organized by the Events and Programs Department on 22 February gave 19 participants step-by-step instruction of headwrap styling techniques and history of headwrap styles.
• A total of 15 children, teens and their caregivers participated in “Family Gras” on 22 February.

Southeast
• On 8 February, the event “Library Pop-Up: Lake Nona - OrisiRisis African Folklore” was hosted at Valencia College in Lake Nona, a total of 41 people attended.
• On 8 February, the event “Free Daps” was hosted at Southeast, a total of 21 people attended.
• On 8 February, the event “Gigi and Friends” was hosted at Southeast, a total of 29 people attended.
• On 22 February, the event “Crafternoons: Celebrate Black History Month” was hosted at Southeast, a total of 37 people attended.
• On 22 February, the event “Mini BizKids Market” was hosted at Southeast, a total of 298 people attended.
• Every Wednesday for the month of February, a total of 353 children and caretakers participated in Southeast’s “Wednesday Morning Story Times.”
• Most Mondays for the month of February, “English from Zero” was hosted at Southeast, a total of 3 workshops were held with a total of 58 attendees.
• Most Mondays in February, “Speaking Clearly for Beginners” was hosted at Southeast, a total of 3 workshops were held with a total of 63 attendees.
• Most Tuesdays for the month of February, “Speaking Clearly Advanced” was hosted at Southeast, a total of 3 workshops were held with a total of 61 attendees.
• Every Wednesday for the month of February, “American Sign Language: Level 1” was hosted at Southeast, a total of 4 workshops were held with a total of 43 attendees.
• Most Saturdays for the month of February, “Citizenship Inspired” was hosted at Southeast, a total of 3 workshops were held with a total of 101 attendees.
• Most Thursdays for the month of February, “Spanish From Zero” was hosted at Southeast, a total of 3 workshops were held with a total of 54 attendees.
• Every Monday and Thursday for the month of February, “AARP Income Tax Assistance” was hosted at Southeast, a total of 8 events were held with a total of 203 attendees.
• During February, 110 children participated in the library’s “Check It Out: Central Florida Fair” promotion.

Southwest
• Throughout the month of January, 33 children learned about the Dewey Decimal System through a weather themed Scavenger Hunt through the children’s non-fiction section.
• Throughout the month of February, 18 children wrote letters to Love Monster through the library’s Character Mailbox.
• Throughout the month of January, 229 customers took part in the Community Interactive display “Recommend a Book” by crafting a heart with their favorite book title on it to share their love of reading. The total for January and February was 474.
• 125 children took advantage of the of the Central Florida Fair “Check It Out” Promotion.
• 453 children and parents participated in Southwest’s weekly story times for babies, toddlers, and preschoolers.
• 290 parents and children enjoyed themselves during five sessions of Storytime Crafts before and after each Storytime Program.
• 141 babies and parents were introduced to important literacy practices that encourage learning and developmental growth in our baby programs: Baby Bookworms, Mother Goose on the Loose, Baby’s First Valentine’s Day, and Baby Games.
141 babies and parents stay after baby programs to build community and let their little one play together during four sessions of Caregiver Connect.

92 students and parents attended the four homeschool programs this month

197 toddlers and parents attended the four programs for that age group to advance their toddler’s physical and cognitive development: Toddler Playground, Love Bugs, Bubble Playtime, and Parachute Play.

132 preschoolers and parents attended the four programs for that age group to introduce literacy skills: A Trip to Africa, Storybook STEAM, Literacy & Locomotion, and Alphabet Adventures.

71 kids, tweens, and parents attended the five programs in honor of Black History Month: Alma Thomas Art, Motown Movin’, OrisiRisi African Folklore, Harlem Renaissance Hour, and Scoop!

42 adults attended introductory MS Word classes during the month of February.

31 adults attended introductory MS Excel classes during the month of February.

30 adults went on to attend advanced MS Excel classes during the month of February, including Charts, Pivot Tables, and Data Management.

40 adults attended the six fiber arts classes during the month of February, including Knit a Shawl, Embroidery, and Macramé.

48 adults attended the five Health & Wellness programs offered this month, including Mindfulness Meditation, Stress Buster Art, Craft and Chat, Ageless Grace, and Qigong.

On 22 February, 30 adults attended the “Meet the Artist” session for Josie Pedragoza, who’s art is currently on display throughout the Southwest branch.

On 29 February, 149 people enjoyed listening to Grammy-nominated musician Nathi Gcabashe, a singer, songwriter, guitarist and record producer from Durban, South Africa.

Washington Park

On 7 February, “English Conversation Hour” was hosted at the Washington Park Branch with 11 students in attendance.

On 17 February, Washington Park Branch hosted “To Be a Drum Celebration.” Thirteen participants were inspired by dancing and drumming with the rhythm of the Earth through a storytelling performance of To Be a Drum by Evelyn Coleman.

On 22 February, “Cuisine Corner: Mofongo” was hosted at the Washington Park Branch. Twenty participants watched Yamira Lee Johnson, head chef and founder of Breaking Bread with Mira demonstrate how to make delicious mofongo.

On Wednesdays in February, “English from Zero” was hosted at the Washington Park Branch. Four classes were taught with a total of 57 students in attendance.

On Saturdays in November, “Writing Clearly Beginner” was hosted at the Washington Park Branch. Five classes were taught with a total of 51 students in attendance.

In February, 13 children and caregivers utilized their motor and problem-solving skills with our “Boredom Buckets.”

In February, 60 children participated in the “Check It Out: Central Florida Fair” contest.

In February, 51 children learned about black history by completing activity worksheets that coincided with the branch’s display commemorating Black History Month.

In February, 42 teens participated in our “Share Your Favorites” interactive teen activity by sharing their favorite musical artist on the display board in the teen area.

In February, 39 customers took part in the Community Interactive display “Who Do you Love?” by completing a heart to share who or what they love with the rest of the library.

West Oaks

On 2 February, West Oaks hosted “Community Yoga” where 16 attendees enjoyed a calming and healthy experience for their body and mind.

On 4 February, West Oaks hosted “Count on Me” where 26 preschoolers and their caregivers had fun using simple math counting exercises to show their love.

On 4 February, West Oaks hosted “Hearts of Harlem” where 15 attendees learned about artists from Harlem, New York.
• On 6 February, West Oaks presented “Working on the Railroad: Railroad Records” where 14 attendees learned where to discover information about railroads and railroad records.

• On 8 February, West Oaks hosted its 5th Annual “Family History Fair” where 245 attendees connected with different genealogy vendors and enjoyed a screener of the “Finding Your Roots” TV show presented by WUCF.

• On 11 February, West Oaks presented “Valentine Surprise” where 25 preschoolers and their caregivers create heart-shaped valentine crafts for the special people in their lives.

• On 11 February, West Oaks presented “Science of Love” where 24 attendees did fun science experiments and STEAM challenges.

• On 11 February, Genealogy Specialist Allison Ryall gave a lecture on “Using FamilySearch.org” to 48 members of the Central Florida Genealogical Society.

• On 12 February, Genealogy Specialist Allison Ryall presented “Beginning Genetic Genealogy” to 48 attendees at an off-site event in Daytona.

• On 16 February, West Oaks staff presented “Look I’m a Scientist: Liquids and Solids” to 21 attendees who had fun learning what makes a liquid or a solid.

• On 17 February, West Oaks staff hosted a “Virtual Reality Tech Exploration” where 19 participants explored outer space, chased dinosaurs and rode a roller coaster through VR.

• On 17 February, the “West Orange Homeschoolers & Board Games” group of 19 people met at the library to connect and have fun.

• On 17 February, West Oaks hosted “Ask a Lawyer” presented by the Orange County Bar Association, where 14 attendees had the opportunity to ask questions to a panel of lawyers on consumer and insurance law.

• On 18 February, West Oaks presented “J is for Jazz” where 27 attendees learned about the lively rhythms and improv sound of jazz music.

• On 18 February, West Oaks presented “Cuisine Corner Junior: I Dip, You Dip, We Dip” where 31 attendees enjoyed getting creative with chocolate covered treats.

• On 18 February, the “Winter Garden DAR Group” met at the West Oaks Library where 13 members met to discuss group business.

• On 19 February, West Oaks hosted “To Be a Drum Celebration” where 56 attendees were inspired by dancing and drumming.

• On 19 February, West Oaks presented “Genealogy Research Project: From Start to Finish” where 15 attendees learned how to get their genealogy research on track by organizing information and implementing an effective research plan.

• On 20 February, West Oaks presented “20 Unique Websites for Your Genealogy Research” to 18 attendees who came to explore new websites and features that are indispensable for genealogy researchers.

• On 22 February, West Oaks hosted “Paws to Read” where 20 attendees practiced reading to a friendly, furry listener.

• On 25 February, West Oaks celebrated Black History Month with the “A Trip to Africa” event where 32 preschoolers and their caregivers discovered African culture through stories, crafts and activities.

• On 25 February, West Oaks celebrated African American art with the “Alma Thomas Art” event where 18 attendees created their own colorful abstract work of art.

• In February, West Oaks gave out 136 child tickets to the Central Florida Fair to each child who checked out at least five items as part of the “Check It Out” promotion.

• On Tuesdays in February, West Oaks hosted “Practice Makes Perfect” where 39 attendees came to practice their English-speaking skills.

• On Thursdays in February, West Oaks presented “English Conversation Hour” where 53 attendees came to practice their English-speaking skills.

• Every Friday in February, West Oaks hosted “AARP Income Tax Assistance” which helped a total of 221 customers with completing and filing their taxes.
On 1 February, “English from Zero” brought 23 adults to the library to practice and improve their English.

On 1 February, 53 children and 42 adults came to the library to learn about snakes and lizards during “Snake Education with a Twist.”

On 3 February, 14 children and 12 adults felt the love during “I Love You to the Moon and Back” where they matched up paper hearts, made playdough hearts, and shared friendship bracelets.

On 6 February, “Countdown to Kindergarten Outreach at Ladybird Academy” had 56 children and 6 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 7 February, “Countdown to Kindergarten Outreach at Ladybird Academy” had 53 children and 6 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 8 February, “English from Zero” brought 25 adults to the library to practice and improve their English.

On 8 February, 18 children and adults came to read stories to our favorite therapy dog Indy during “Angel Paws to Read.”

On 8 February, a parade of 10 children and 8 adults came through the library showing off the masks, beads, and noisemakers they made during “Family Gras.”

On 11 February, 20 children and 15 adults came to read stories and make flowers for the library’s Garden of Good Manners with Baby Cow during “Storytime with Chick-fil-A.”

On 12 February, “A Custom Candle for Valentine’s Day” brought 7 children and 9 adults into the library to create a special candle for a special someone.

On 13 February, “Countdown to Kindergarten Outreach at Ladybird Academy” had 55 children and 5 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 13 February, the library was covered in hearts when 41 children participated in “Love Letter to the Library.”

On 13 February, 25 children helped make cards for police officers to show their love during “Valentines for the Windermere Police Department.”

On 14 February, 15 adults answered the question what’s better than a book…a free book during “Fall in Love with a FREE BOOK.”

On 15 February, “English from Zero” brought 26 adults to the library to practice and improve their English.

On 17 February, “Chopped at the Library” tested the creativity of the 17 children and 9 adults who participated and the 1 judge who actually ate the food. The winning dish: Vegetable Soup.

On 18 February, “Countdown to Kindergarten Outreach at StarChild Academy” had 150 children and 20 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 19 February, “Countdown to Kindergarten Outreach at Foundation Academy” had 5 children and 5 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 20 February, “Countdown to Kindergarten Outreach at Ladybird Academy” had 55 children and 6 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 21 February, “Countdown to Kindergarten Outreach at Ladybird Academy” had 56 children and 6 adults participated in our outreach program to help children learn about what they need to know before starting kindergarten.

On 22 February, “English from Zero” brought 13 adults to the library to practice and improve their English.

On 24 February, “Macaroni Mania” had 13 children and 5 adults making Dr. Seuss theme crafts out of pasta.

On 25 February, 20 children and adults came out to “Little Chef: Red Light, Green Light” to learn about Garrett Morgan and his invention of the traffic light by making edible traffic lights out of graham crackers and fruit.
On 27 February, “Countdown to Kindergarten Outreach at Ladybird Academy” had 57 children and 5 adults participated in out outreach program to help children learn about what they need to know before starting kindergarten.

On 28 February, a visit to Orange Technical College, Westside Community Agency Fair had 155 adults come out to learn about the library and its services.

On 28 February, “Black History Month Coloring Sheet” was tallied and there were 60 participants during this month.

On 29 February, Suessville Celebration” had 15 in attendance.

Citizenship Inspired: 22 adults came to the library to learn about and practice for the test to become a US citizen.

Homeschool: Throughout this month there were many classes for homeschool including art, STEAM, cooking, and language classes with a total of 163 children and 66 adults.

For the week of February 3-8, total attendance for Story Time was 135 children and 127 adults.

For the week of February 10-15, total attendance for Story Time was 109 children and 100 adults.

For the week of February 17-22, total attendance for Story Time was 136 children and 124 adults.

For the week of February 24-29, total attendance for Story Time was 169 children and 148 adults.

On 29 February, “English from Zero” had 10 students participating in that class.

Winter Garden


On 1 February, Winter Garden hosted Expanding Intelligence for the “Tails with Tales” event, which encourages children to practice their reading with sweet, furry friends. 14 attendees participated.

On 4 February, Janette Ramos hosted “Bubble Playtime” for 64 attendees.

On 4 February, Winter Garden hosted a “Car Seat Safety” event, where certified technicians were on hand to assist 30 attendees with their safety related questions.

On 5 February, Rebecca Padrick and 34 attendees got busy folding during “Valentine’s Origami.”


On 6 February, Erin Reichel hosted the “Dillard Street Storytime”, welcoming 74 students from the nearby elementary school in to listen to stories and learn more about their local library.

On 8 February, Erin Reichel hosted “Animal Storytime presented by the Central Florida Fair”, which invited 117 attendees to listen to stories, then join local high school students on the porch where they could meet a horse and chickens.

On 8 February, Nadine Nelson hosted “Freedom Quilt” for 11 attendees. Participants came to learn how quilt patterns became messages that may have helped slaves travel the Underground Railroad and create their own patchwork squares.

On 11 February, Chand Persaud hosted “Valentine Surprise” for 58 excited preschool and toddler aged attendees and their guardians.

On 11 February, Lydia Silbernagel hosted “Kindness Counts” for 11 attendees looking to learn how random acts of kindness can make a difference.

On 12 February, Nadine Nelson, presented “Scoop!” to 32 attendees interested in learning more about African American inventors.

On 13 February, Erin Reichel hosted “Love Bugs”, welcoming a group of 40 to this Valentine's Day event.

On 15 February, TnT Paranormal visited the library to present “Legend Tripping in Florida” to 10 captivated teens and adults.

On 17 February, local coffee shop Axum Coffee taught 10 attendees about ethical harvesting and held a tasting during “Let's Talk (Local) Coffee.”

On 18 February, Erin Reichel hosted “Little Chef: Red Light, Green Light”, where 56 attendees learned about African-American inventor Garrett Morgan and his creation of the traffic light through food.

On 19 February, Erin Reichel and 40 attendees got grooving in “Motown Movin” while they learned about the first black-owned record company in the US.
On 19 February, Chef Yamira Lee Johnson introduced 27 Winter Garden customers to new flavors in “Cuisine Corner: Mofongo.”

On 20 February, the branch hosted “Board Game Night” for 12 people.

On 20 February, Erin Reichel hosted “J is for Jazz” for 37 attendees.

On 22 February, Lydia Silbernagel welcomed 27 participants to “Alma Thomas Art.”

On 22 February, the Winter Garden branch hosted “Meet the Author: Drew Brockington” which drew in a crowd of 65 people interested in connecting with the author.

On 25 February, Janette Ramos hosted two sessions of “Parachute Play” drawing a total of 64 attendees.

On 25 February, Karen Sutherland welcomed 18 participants to “Alma Thomas Art.”

On 26 February, Chand Persaud hosted “Cuisine Corner Junior: I Dip, You Dip, We Dip”, welcoming 25 participants ready to practice their cooking skills.

On 29 February, Winter Garden welcomed “Once Upon a Time with SunRidge Middle School Chorus” who performed a version of Rapunzel for a captivated audience of 61.

On 29 February, 25 adults and children joined in song and dance during “OrisiRisi African Folklore.”

On 15 and 27 February, the “REP Readers Featuring: Pete the Cat” came to the branch to read stories and hand out tickets to their upcoming play. A total of 78 attendees visited both events.

“Sing-A-Long with Friends” was held on four Tuesdays in February and drew an average of 40 attendees per event.

“Caregiver Connect: Stay and Play” was offered 8 times in February, to an average of 42 attendees per event.

In February, Wednesday and Friday storytimes brought in 991 kids and their guardians.

“Storytime Crafts” was held on four Fridays in February and welcomed an average of 63 participants per event.

On 6 and 20 February, “Zero to 5 Storytime” was brought to Horizon West for the “Library Pop-up” event series. A total of 57 people attended.

On 8 February, “Library Pop-Up: Horizon West” hosted the “To Be a Drum Celebration”, where 54 attendees listened to a story told through music and dance, then joined in a traditional call and response with the presenters.

“Prime Time Family Reading Time-Bilingual: English & Spanish” was hosted as part of the Library Pop-Up: Horizon West initiative on four Thursday nights in February. An average of 28 attendees participated each night.

“Check It Out: Central Florida Fair” ran throughout February. 100 tickets were distributed.

Throughout the month of February visitors to the Winter Garden Library were invited to participate in a community art project, “Community Connect: All You Need Is Love.” 280 people decorated valentine hearts with art supplies, or the title of their favorite book then added it to this installation.

In February, Winter Garden’s “Character Mailbox” invited children to write and receive a letter. 111 letters were received and answered.

Upcoming Events
Art & Display
A Grave Injustice: Life at Manzanar War Relocation Center
Orlando Public Library, Second Floor   On Display Through April
Get a glimpse into the everyday life of the nearly 10,000 Japanese Americans that were forcibly interned at the Manzanar War Relocation Center from 1942-1946. Features photographs from Library of Congress taken by photographer Ansel Adams.

Celebrating the Genius of Women in Art
Orlando Public Library, First Floor   On Display March 7–April 24
The Celebrating the Genius of Women art exhibition features local, national and international artists who have entered artwork for consideration in the annual competition hosted by Women in the Arts Inc. Winners of the competition will be announced at the Women in the Arts Awards on Saturday, March 28, 2 p.m.
OCLS X StoryCorps
South Trail Branch  
*On Display Through April*
In 2018, StoryCorps recorded the conversations of library customers and staff. View sketches of that occasion by local artist Thomas Thorspecken and listen to the stories.

**Back2Basics**
**Plant Clinic**
Winter Garden Branch  
*Thursday, March 5, 3–5 p.m.*
Bring your plants, get your soil pH tested and ask questions! Master Gardener Volunteers from the UF/IFAS Orange County Extension Office will be available to answer your gardening questions.

**Money Matters: Repairing Your Credit**
Hiawassee Branch  
*Tuesday, March 17, 1:30 p.m.*
Help build your financial confidence by learning how to use credit responsibly and effectively. Wells Fargo will teach the basics of credit and understanding your options.

**Introduction to Calligraphy**
Southwest Branch  
*Saturday, March 21, 11 a.m.–12:30 p.m.*
South Trail Branch  
*Saturday, March 28, 2–3:30 p.m.*
Learn about the origins of calligraphy and get introduced to some materials used to create it. Practice using this form of writing to create endless projects. Registration required.

**Home Ownership Made Easy**
Hiawassee Branch  
*Saturday, March 28, 1:30–4:30 p.m.*
Purchasing a home can be intimidating. Industry experts will teach you about mortgage qualifications, home inspections, credit score requirements and how much is needed for a down payment.

**BizKids**
**Mini BizKids Markets**
North Orange Branch  
*Saturday, March 14, 2–4 p.m.*
South Trail Branch  
*Saturday, March 28, 10:30 a.m.–12:30 p.m.*
Orlando Public Library  
*Saturday, March 28, 11:30 a.m.–1:30 p.m.* & *Sunday, March 29, 2–4 p.m.*
Southeast Branch  
*Saturday, March 28, 11:30 a.m.–12:30 p.m.*
Shop local at the Mini BizKids Markets! These one-day markets will feature youth-run businesses ranging from crafters, artists, jewelry-makers and more. Meet young inventors and entrepreneurs in the community as they showcase their products and share their business ideas with the public during this free event. This event is a part of the BizKids Club, an instructor-led program that introduces middle school students to the world of business and entrepreneurship. This program is funded in full or part by Orange County, Florida.

**BizKids Club**
Orlando Public Library
*Monday–Friday, March 16–20, 10 a.m.–3 p.m.*
*Wednesdays, April 1–May 27, 3:30–6 p.m.*
*Saturdays, April 4–May 2, 10 a.m.–3 p.m.*
North Orange Branch
*Monday–Friday, March 16–20, 10:30 a.m.–3:30 p.m.*
*Wednesdays, April 1–May 27, 4–6:30 p.m.*
South Trail Branch
*Monday–Friday, March 16–20, 10 a.m.–3:30 p.m.*
Southeast Branch
*Monday–Friday, March 16–20, 10:30 a.m.–4:30 p.m.*
Ready to become an entrepreneur? The BizKids Club introduces middle school students to the world of business and entrepreneurship. Students will work with instructors and mentors to create a business plan, design
marketing materials and launch their business ideas at the Mini BizKids Market, a one-day marketplace. Funding opportunities are available to participants who complete the program. Nutritious snacks and meals will be provided. This program is funded in full or in part by Orange County, Florida.

**Book Clubs**

**Tertulia Cuatro Gatos / Spanish Book Club**

- Chickasaw Branch  
  *el martes, 3 de marzo, 6:30–8:30 p.m.*
- South Creek Branch  
  *el miércoles, 18 y 25 de marzo, 6:30–8:30 p.m.*
- Fairview Shores Branch  
  *el jueves, 19 de marzo, 6:30–8:30 p.m.*
- Southeast Branch  
  *el jueves, 26 de marzo, 6–8:45 p.m.*

La Tertulia Cuatro Gatos se reúne para compartir y discutir poesía, literatura, arte e historia. Este programa es presentado en español.

**Hiawassee Book Club**

Hiawassee Branch  
*Monday, March 16, 6:30–8 p.m.*

Enjoy coffee and discuss *The Giver of Stars* by Jojo Moyes. Volunteering for Eleanor Roosevelt’s new traveling library in small-town Kentucky, an English bride joins a group of independent women whose commitment to their job transforms the community and their relationships.

**Books with a Bite**

South Creek Branch  
*Wednesday, March 18, 2 p.m.*

We discuss the books we love and what we're currently reading with a bite-sized treat.

**Alafaya Book Club**

Alafaya Branch  
*Thursday, March 19, 7 p.m.*

Our March selection is *The Cactus* by Sarah Haywood. Avoiding messy emotions in a perfectly ordered life, Susan tackles the unexpected double challenge of losing her mother and becoming pregnant, and is challenged to ask for help while discovering herself in unlikely ways.

**Citizenship Inspired**

Windermere Branch  
*Thursday, March 5–26, 4:30–7:30 p.m.*

South Creek Branch  
*Tuesday, March 17–31, 2:30–5 p.m.*

During this four-week program, students will meet once each week to prepare for the U.S. Naturalization (Citizenship) Test and Interview.

**Cuisine Corner**

**Taco Beef**

Orlando Public Library, Cypress Room  
*Friday, March 20, 2 p.m.*

Chef Cristina demonstrates how to make a vibrant and flavorful ground taco beef. From beef nachos to taco salads and quesadillas! Registration required.

**A Taste of West Oaks: Zesty Zucchini!**

West Oaks Branch  
*Saturday, March 21, Noon*

Are zucchini noodles tasty? Why yes, they are delicious! Eat healthy by using zucchini noodles instead of pasta. Library staff will present this tasting and demonstration.

**Tostones**

Southeast Branch  
*Tuesday, March 24, 6:30 p.m.*

Eatonville Branch  
*Thursday, March 26, 6 p.m.*

Yamira Lee Johnson, head chef and of Breaking Bread with Mira, will demonstrate how to make tasty tostones. Registration required.
Quick and Easy Meals
Washington Park Branch    Saturday, March 28, 1 p.m.
Chef Karen Ross of Karen’s Creative Cuisines shows you how to make a delicious one pot cheeseburger macaroni using ground turkey. Registration required.

Genealogy
Exploring the Genealogy Book Collection at West Oaks
West Oaks Branch    Wednesday, March 11, 6:30 p.m. & Thursday, March 12, 11 a.m.
Learn how to make the most of the genealogy book collection at West Oaks Branch.

Afro-American Historical and Genealogical Society
West Oaks Branch    Saturday, March 14, 10:30 a.m.–12:30 p.m.
Members of the Central Florida Chapter of Afro-American Historical and Genealogical Society (AAHGS) will share information on African American history, heritage and genealogy.

Getting Your DNA Results Organized
West Oaks Branch    Wednesday, March 18, 6:30 p.m.
Explore ways to organize your DNA matches across a variety of testing sites. Learn strategies for documenting the genealogical information of your matches.

Genealogy Research Question Workshop
West Oaks Branch    Wednesday, March 25, 6:30 p.m.
Sharpen your genealogy skills and learn about resources by sharing your research questions.

Researching in NYC: The Five Boroughs
West Oaks Branch    Thursday, March 26, 11 a.m.
Explore the rich research resources and collections that are held in a variety of repositories in the five boroughs of New York City. Discover what records are available and how to use them.

Healthy Living
Community Yoga
West Oaks Branch    Sunday, March 22, 3 p.m.
Yoga is a great way to improve the health of your body and mind. All ages, experience levels and body types welcome, including those with limited mobility.

Living Green: Spring Clean
West Oaks Branch    Saturday, March 28, 11 a.m.–12:30 p.m.
Learn to create green cleaning products for your home using natural ingredients at this fun and informative workshop. Participants will create two natural cleaning products to take home.

Jobseeker
Career Academy: Perfecting Your Resume
Orlando Public Library    Tuesday, March 3, 1:30 p.m.
Saturday, March 14, 9:30 a.m.
Learn best practices in crafting a resume and cover letter to help you get noticed.

Career Academy: Interview Like a Pro
Orlando Public Library    Tuesday, March 17, 1:30 p.m.
You’ve landed an interview! Now what? Get tips that will help you to practice and prepare, and to write a memorable thank you letter.
Big Interview
Practice and Perfect Your Professional Interview Skills
Learn from one of the top interview coaches in the US with in-depth tutorials and a virtual interview practice. With online courses ranging from an introductory Fast Track, to a more comprehensive Mastery Track, and courses on how to handle negotiating your job offer and strategies for your first 90 days; Big Interview is packed lessons that will help you land your dream job!

Language
ESOL
English Conversation Hour
Orlando Public Library, Fourth Floor
Sundays, March 1–29, 4:30 p.m.
South Creek Branch
Mondays, March 2–30, 7:30 p.m.
Winter Garden Branch
Mondays, March 2–30, 10:15 a.m.
Chickasaw Branch
Wed’s, March 4–25, 7:15 p.m. & Fridays, March 6–27, 12:15 p.m.
West Oaks Branch
Thursdays, March 5–26, 6:30–8 p.m.
Alafaya Branch
Tuesdays, March 17–31, 6:30 p.m.
Come practice your English speaking skills during the English Conversation Hour. All proficiency levels are welcomed.

English from Zero
Alafaya Branch
Mondays, March 2–23, 6:30 p.m.
Herndon Branch
Wednesdays, March 4–25, 6:30 p.m.
South Trail Branch
Saturdays, March 7–28, 10:30 a.m.–12:30 p.m.
Orlando Public Library
Saturdays, March 7–28, 4–5:30 p.m.
South Creek Branch
Mondays, March 16–30, 2:30 p.m.
Southeast Branch
Friday, March 27, 10:30 a.m.–12:30 p.m.
English from Zero classes are designed for beginning English learners. Each workshop has a specific target topic.

Speaking Clearly for Beginners
Chickasaw Branch
Mondays, March 2–30, 7:30 p.m.
South Creek Branch
Tuesdays, March 3–31, 7:30 p.m.
Southeast Branch
Mondays, March 23 & 30, 6–7:15 p.m.
Speaking Clearly is a pronunciation class for beginners designed to introduce learners to the basics of the sounds of English for pronunciation.

Speaking Clearly Intermediate
Chickasaw Branch
Tuesdays, March 3–31, 3–4:30 p.m.
Speaking Clearly is a pronunciation class for Intermediate speakers designed to introduce learners to the rules of spelling and pronunciation of English words and phrases.

Practice Makes Perfect
South Trail Branch
Tuesdays, March 3–31, 5:30–7:30 p.m.
West Oaks Branch
Tuesdays, March 3–31, 6:30 p.m.
South Creek Branch
Wednesdays, March 4–25, 3:30–5:30 p.m.
Join other new English speakers for conversational English practice.

Writing Clearly Intermediate
Chickasaw Branch
Tuesdays, March 3–31, 6–7:30 p.m.
North Orange Branch
Wednesdays, March 4–25, 6:30–8:30 p.m.
Southeast Branch
Wednesdays, March 25, 2 p.m.
Writing Clearly is a grammar and writing course for Intermediate Learner focuses on grammar complex ideas, including sentence structures, phrases, and vocabulary building.
Reading Clearly for Beginners
South Creek Branch  Tuesdays, March 3–31, 6:15 p.m.
Reading Clearly for Beginners explores English grammar and vocabulary for comprehension and vocabulary development.

Writing Clearly Beginner
Chickasaw Branch  Fridays, March 6–27, 10:30 a.m.–Noon
Southeast Branch  Friday, March 27, 1 p.m.
Writing for Beginners is designed to introduce learners to the basics of English grammar by focusing on the parts of speech, the organization of sentences and vocabulary building.

Improve Your English Reading Workshop
Hiawassee Branch  Wednesdays, March 18 & 25, 6–8 p.m.
Improve your English conversational skills, vocabulary, pronunciation and comprehension by reading a book. Enjoy learning and meeting new people in a supportive environment.

Speaking Clearly Advanced
Southeast Branch  Tuesdays, March 24 & 31, 2–4 p.m.
Speaking Clearly Advanced is a course designed for students who want to improve their speaking and presentation skills.

Reading Clearly Intermediate
Southeast Branch  Wednesday, March 25, 12:45 p.m.
Reading Clearly Intermediate explores English grammar and vocabulary for comprehension and vocabulary development.

CLASSES FOR ENGLISH SPEAKERS
American Sign Language I
Winter Garden Branch  Mondays, March 2–30, 6 p.m.
Learn basic skills used to communicate with the deaf or hard of hearing. Explore finger spelling, basic communication skills, introduction to deaf culture and vocabulary. Registration is required.

Basic Spanish
Chickasaw Branch  Wednesdays, March 4–25, 6–8 p.m.
North Orange Branch  Tuesdays, March 10–31, 6:30–8 p.m.
Vocabulary Workshop for Beginners is a free Workshop for individuals who speak little to no Spanish.

Let’s Speak Spanish!
South Creek Branch  Thursdays, March 19 & 26, 4:30 p.m.
Learn basic Spanish. This class will cover days of the week, months, numbers, the alphabet and their sounds as well as the beginning of conjugating verbs.

Library Events
Ghost Society
Orlando Public Library, Cypress Room  Sunday, March 1, 2 p.m.
The Ghost Society is an open forum hosted by The Beyond Investigators paranormal team. Share your personal experiences, learn what’s new in the field and discuss books and shows in a casual atmosphere.

AARP Income Tax Assistance
Herndon Branch  Mondays, March 2–30, 10 a.m.–2 p.m. & Thursdays, March 5–26, 10 a.m.–2 p.m.
Southeast Branch  Mondays, March 2–30, 10 a.m.–2 p.m. & Thursdays, March 5–26, 10 a.m.–2 p.m.
South Creek Branch  Wednesdays, March 4–25, 10 a.m.–2 p.m. & Thursdays, March 5–26, 10 a.m.–2 p.m.
West Oaks Branch  Fridays, March 6–27, 10 a.m.–2 p.m.
AARP Volunteers will provide free income tax assistance. Attendees will be seen on a first come, first served basis.
**Handmade Greeting Cards**  
North Orange Branch  
Tuesday, March 3, 6 p.m.  
Winter Garden Branch  
Tuesday, March 10, 6 p.m.  
Learn the basic principles of card making using card stock, stamps and more. Supplies are limited. Registration recommended. Ages: Adults

**Stress Buster Art: Coloring for Adults**  
Southwest Branch  
Wednesday, March 4, 10:30 a.m.–Noon  
Relax and unwind at the library. Join us for a time of stress busting coloring for adults. Discover the relaxing, stress reducing and meditative benefits of coloring. Supplies provided.

**Legal Services 1-on-1**  
Orlando Public Library, Albertson Room  
Friday, March 6, 2–4 p.m.  
Pro Bono legal services will be provided by the Virgil Hawkins Florida Chapter National of the National Bar Association. Registration required.

**Step to the Irish Beat**  
Orlando Public Library, Library Central  
Saturday, March 7, 11 a.m.  
Celebrate St. Patrick’s Day with an Irish step dance performance by The Watters School of Irish Dancing.

**Orlando Public Library Pokémon League**  
Orlando Public Library, Albertson & Magnolia Room  
Sundays, March 8 & 22, 3 p.m.  
Calling all trainers! Join the official Orlando Public Library Pokémon League. Battle with the Pokémon Trading Card Game and more. Trainers of all ages and skill levels welcome.

**Introduction to Foundation Center Resources**  
Orlando Public Library, Fourth Floor  
Monday, March 9, 6–7:30 p.m.  
Looking for funding? Get the 101 on using this comprehensive directory to win grants and make a difference.

**Florida Licensing on Wheels**  
North Orange Branch  
Tuesday, March 10, 10 a.m.–2 p.m.  
Do you need to update your name or address on your driver license or ID? Florida Licensing on Wheels will be offering all these services and more.

**Creative Watercolors**  
Hiawassee Branch  
Thursday, March 19, 6–8 p.m.  
Learn the basics of watercolor painting through the use of watercolor pencils and paint.

**Won’t You Be My Neighbor?**  
Orlando Public Library, Albertson Room  
Friday, March 20, 11 a.m.–1 p.m.  
In honor of the great Mister Rogers’ birthday we will be showing the documentary on his life, *Won’t You Be My Neighbor?*

**The Dog and Pony Show!**  
Orlando Public Library, Library Central  
Saturday, March 21, 11 a.m.  
Join Honey the Mini Service Horse to hear and see all of the tasks she is trained to assist her handler with! Her sister Penny, the trained Australian Cattle dog will also be there to show off her tasks.

**Savvy Savers**  
West Oaks Branch  
Saturday, March 21, 1–3 p.m.  
Become a savvy saver by sharing coupons and savings tips at this monthly meeting.
Creative Coloring for Adults
Hiawassee Branch  Monday, March 23, 6–8 p.m.
Coloring is a great way to relax and unwind while channeling your inner child. All supplies will be provided, but feel free to bring your favorite colored pencils or markers. Ages 18 and up.

Making Cards for Hospitalized Kids
Hiawassee Branch  Thursday, March 26, 6:30–8:30 p.m.
Hand-craft general and holiday cards for hospitalized kids all over the country. We’ll provide all supplies, but attendees may bring additional materials.

House Bunny Basics
Alafaya Branch  Saturday, March 28, 1 p.m.
Orlando Rabbit Care and Adoptions advises you on the basics of rabbit ownership. Interact with bunnies who are hoping to find a forever home and learn to make your space a “hoppy” place.

FUNdamentals of Improv Showcase
Orlando Public Library, Library Central  Sunday, March 29, 4 p.m.
See the culmination of our eight-week course on the basics of Improv. Laugh along with the class at this event you will not want to miss!

Melrose
Create a Cast Resin Flower
Orlando Public Library, Melrose Center  March 1, 3–5 p.m.; March 14, 10 a.m.–12; March 17, 5:30–7:30
Make a unique gift for someone! You design and build it yourself, while learning about casting.

Melrose in the Mix: Jess Adams
Orlando Public Library, Melrose Center  Saturday, March 7, 3:30–5 p.m.
See Nashville-based singer-songwriter Jess Adams perform and record in the Melrose Audio Studio. Seats are limited.

Create a Laser Engraved Vase
Orlando Public Library, Melrose Center  Sunday, March 15, 3–5 p.m.
Make a unique gift for someone! You design and build it yourself, while learning about laser engraving. Materials fee: $5.

Melrose Meetups: Fundamentals of Screenwriting
Orlando Public Library, Melrose Center  Wednesday, March 18, 6–7:30 p.m.
Learn the basics of script formatting, get some useful tips and see a demo of a free script writing software. Network with fellow screenwriters and other industry professionals.

Reel to Real Podcast
Tune in for revealing conversations about the music business and recording techniques as Grammy Award-winning engineer Bruce Hensal and the Melrose Center welcome national names and local standouts to share the stories behind the sounds. Look for monthly episodes on your favorite platform starting in March.

Melrose Film Festival
Accepting Submissions March 1 - May 1
The Melrose Film Festival seeks to highlight the work of imaginative filmmakers across the globe. Interested in submitting your short film, animation or music video? Submissions will be accepted March 1 through May 1. The festival will be held in September in the Melrose Center, featuring screenings of selected films, industry panels and Q&A discussions.
Adobe Open Lab
Work on your projects in our Melrose Classroom where the Adobe Creative Cloud suite is installed on our powerful Alienware laptops. An instructor will be present to provide feedback and answer questions. Edit photos, videos or graphics using Photoshop, Illustrator, Premiere and more. Walk-ins are welcome, but you can also register in advance.

Melrose Meetups: Unity VR with Spatial Audio & Ambisonics
This 3D audio workshop is presented by the Melrose Center’s Design and Audio instructors with Chris Navarro, the faculty advisor of the Media Club at Florida Polytechnic University in Lakeland. During this workshop participants will be introduced to spatial recording audio equipment and will be encouraged to follow along while exploring how Adobe Audition and Resonance Audio components render realistic spatial audio in a Unity VR Project.

Modern Parenting
Caregiver Connect: Stay and Play
<table>
<thead>
<tr>
<th>Location</th>
<th>Dates</th>
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<tbody>
<tr>
<td>Fairview Shores Branch</td>
<td>Mondays, March 2–30, 10:45 a.m.</td>
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<tr>
<td>Herndon Branch</td>
<td>Tuesdays, March 3–31, 11:45 a.m.</td>
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<td>Orlando Public Library</td>
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<tr>
<td>Alafaya Branch</td>
<td>Wednesdays, March 25, 11 a.m.</td>
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</tbody>
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Connect and mingle with other caregivers while your little one explores imaginary play with new and old friends.

Music in the Library
Blakemore School of Music
Orlando Public Library, Library Central  Sunday, March 1, 2 p.m.
Enjoy a live performance by the students of the Blakemore School of Music. Students of all ages will perform classical music at your local library.

Matthew Gurnsey, The Kilted Man
Orlando Public Library, Library Central  Sunday, March 8, 2 p.m.
A live performance by Matthew Gurnsey, The Kilted Man, who delights audiences with his rousing performances of traditional Irish and Scottish music.

Sonny and Perley Presents: A Tribute to Female Singers and Composers
Orlando Public Library, Library Central  Saturday, March 21, 2 p.m.
Alafaya Branch  Sunday, March 22, 2 p.m.
Chickasaw Branch  Monday, March 23, 3:30 p.m.
Sonny and Perley highlight music written or co-written by women composers who, in the early decades of popular song, struggled for recognition and acceptance in their field.

The Anatomy of Music: Guitar Basics
West Oaks Branch  Sunday, March 29, 2 p.m.
Learn the basics of guitar. Library staff presents an overview of guitar and things to know before learning to play. Attendees are welcome to bring their own guitar and play along.

Broadway Sing-Along
Orlando Public Library, Library Central  Sunday, March 29, 2 p.m.
Jamie Feinberg will take you on a tour of popular Broadway music written and sung by women. Great for audiences who love to sing along!
Hunter’s Creek Community Band  
South Creek Branch  
**Sunday, March 29, 2:30 p.m.**  
Enjoy live music by our very own Hunter’s Creek Community Band.

Next Chapter  
Presented by Central Florida Community Arts*  
**Dance**  
Southwest Branch  
**Tuesday, March 24 & 31, 4 p.m.**  
This introductory course is designed to inspire even the most self-conscious person to discover their inner dancer by moving through the energizing and lyrical rhythms of the most glorious music! Registration required.

Classical Music & Painting*  
Fairview Shores Branch  
**Wednesday, March 25, 10:30 a.m.**  
Create guided abstract art while listening to classical music and letting it influence your art. Registration required.

Jazz Sing Along & How to Scat!*  
Windermere Branch  
**Saturday, March 28, 11 a.m.**  
Hear a decade of awesome music and learn the basics of jazz improv, also known as scatting! Lyric guides will be provided for reference. Registration required.

Senior Living Affordability  
West Oaks Branch  
**Wednesday, March 25, 10:30 a.m.–12:30 p.m.**  
Get tools to navigate living affordably as you age. Registration recommended.

Troubling Trends in Scams  
Orlando Public Library, Albertson Room  
**Thursday, March 19, 12:10 p.m.**  
Learn to protect yourself from the biggest scams targeting elders and caregivers. This seminar is part of the monthly LIFE Information for Elders series.

Downsizing for Seniors  
Fairview Shores Branch  
**Tuesday, March 24, 1:30–3 p.m.**  
Discover steps that make downsizing easier to manage. Registration recommended.

Storytime for Grownups! Dig Those Ruins in Greece!  
Southwest Branch  
**Wednesday, March 25, 10:30 a.m.**  
Fly on the wings of imagination and travel from the days of Greek gods and goddesses to modern, beautiful Greece. Cruise along the 10 most beautiful Greek Islands and tour beautiful Greek cities.

Orlando Book Festival  
Orlando Public Library, Library Central  
**Saturday, March 14, 10 a.m.–5 p.m.**  
A day-long celebration of books at Orlando Public Library. Join us for panels, writing workshops, book signings, and more from bestselling authors from all over the country.

Fiber Arts  
Celebrate Craft  
Creating with our hands improves our mental, physical and social wellbeing at any age. Celebrate National Craft Month by taking on a new project or trying out a new skill.

WhizKids: Finger Knit Toys  
North Orange Branch  
**Sunday, March 1, 2:30 p.m.**  
Southwest Branch  
**Wednesday, March 4, 4 p.m.**  
Orlando Public Library  
**Friday, March 13, 10 a.m.**
Create colorful toys with just your hands. Use upcycled fabric and yarn to create plush butterflies, mice, snakes and more. Ages 7–9.

**Let’s Knit in Color**

Southwest Branch  
Mondays, March 2–30, 10:30 a.m.–Noon
Orlando Public Library  
Tuesdays, March 3–31, 6–7:30 p.m.

Add color to your knitting! Learn how to choose colors, read color charts, as well as how to work stripes, intarsia, mosaic and stranded colorwork into your projects.

**Let’s Crochet Amigurumi Bunnies**

West Oaks Branch  
Friday, March 6, 10:30 a.m.–Noon
Washington Park Branch  
Thursday, March 26, 5:30–7:30 p.m.
Winter Garden Branch  
Friday, March 27, 2–3:30 p.m.
Fairview Shores Branch  
Saturday, March 28, 2:15–4:15 p.m.
Orlando Public Library  
Sunday, March 29, 1:30–3:30 p.m.

Crochet cute amigurumi stuffed toys. Learn the basics of amigurumi, including crocheting 3D shapes in the round and embroidering facial features. Students are required to bring tools and yarn.

**WhizKids: Loom Bracelets**

Southwest Branch  
Wednesday, March 11, 4 p.m.
West Oaks Branch  
Wednesday, March 18, 2 p.m.
Alafaya Branch  
Saturday, March 21, 10:30 a.m.

Create colorful bracelets with cardboard looms and yarn. Learn how to measure and make your bracelet using kumihimo weaving techniques. Ages 10–12.

**Let’s Craft T-Shirt Headbands**

Washington Park Branch  
Friday, March 13, 10 a.m.
West Oaks Branch  
Friday, March 13, 2–4 p.m.
Alafaya Branch  
Saturday, March 21, 3:30 p.m.
Southwest Branch  
Wednesday, March 25, 4 p.m.
Orlando Public Library  
Wednesday, March 25, 6–7:30 p.m.

Turn your old favorite t-shirt into your new favorite headband. Learn how to create a cute sailor knot headband with scrap knit fabric or upcycled t-shirts. No sewing required.

**Fabric Dyeing with Natural Materials**

Orlando Public Library  
Sunday, March 29, 4 p.m.

Create gorgeous pink dyes with fruits and flowers. Learn how to re-purpose garden and kitchen scraps to create natural dyes for fabric and yarn.

**Quilt All About It**

Quilt everyday items or family keepsakes with colorful fabrics and classic techniques. Whether you’re new to quilting or quilt every day, there’s a class for you at the library.

**Sewing: Quilt Block of the Month**

Orlando Public Library  
Wednesday, March 4, 10 a.m.–12:30 p.m.
West Oaks Branch  
Monday, March 30, 1–3 p.m.

Build a custom quilt block by block. Join us each month for a new design, come for one class or take them all. At the end of the year you will have a complete project perfect for keeping warm.
Sewing: Quilt Block of the Month Assembling the Blocks
Orlando Public Library Wednesday, March 4, 2–4:30 p.m.
Assemble the quilt blocks that you have made over the last year and learn to piece them together, add batting, backing and binding. Students are required to bring materials and completed blocks.

Sewing: Quilted Table Runner
West Oaks Branch Mondays, March 16–30, 6–8 p.m.
Create a unique and colorful table runner using simple quilting techniques with fabric strips. Add your own touch to home décor or make that special someone a one of a kind gift.

Technology
Time to Design
Refresh your designs this Spring. Whether you’re creating personal stationary or eye-catching billboards, use Adobe Illustrator to help you make appealing design at any size.

Adobe Illustrator Fundamentals
Herndon Branch Monday, March 2, 2:30–4 p.m. & Tuesday, March 17, 2:30–4 p.m.
West Oaks Branch Monday, March 2, 6–8 p.m.
Fairview Shores Branch Monday, March 2, 6:30 p.m.
Chickasaw Branch Saturday, March 14, 10:15 a.m.–12:15 p.m.
Hiwassee Branch Saturday, March 21, 2–4 p.m.
Create logos, advertisements, marketing flyers and other illustrations with ease using vector tools. Learn to draw and manipulate simple and custom shapes, brush strokes, and text in unique ways.

Adobe Illustrator Level 1
Herndon Branch Tuesday, March 3, 2:30 p.m. & Wednesday, March 18, 1:30 p.m.
Washington Park Branch Thursday, March 5, 2:45 p.m.
Alafaya Branch Saturday, March 7, 1:30 p.m.
West Oaks Branch Monday, March 9, 6 p.m.
Fairview Shores Branch Monday, March 16, 6:30 p.m.
Chickasaw Branch Saturday, March 28, 10:15 a.m.
Winter Garden Branch Monday, March 30, 4:30 p.m.
Turn scanned drawings into sleek vector graphics. Apply several design techniques and use common editing tools to trace and color artwork as well as manage objects and layers.

Adobe Illustrator Level 2
Herndon Branch Tuesday, March 3, 4 p.m. & Wednesday, March 18, 3 p.m.
Washington Park Branch Thursday, March 5, 4 p.m.
Alafaya Branch Saturday, March 7, 3 p.m.
West Oaks Branch Monday, March 9, 7:15 p.m.
Fairview Shores Branch Monday, March 23, 6:30 p.m.
Chickasaw Branch Saturday, March 28, 11:30 a.m.
Winter Garden Branch Monday, March 30, 5:45 p.m.
Design professional-looking stationery using Adobe Illustrator. Create and arrange text and image assets and use masks, transparency, and blending modes to create eye-catching designs.

Adobe Illustrator: Logo Design & Development
Herndon Branch Wednesday, March 4, 1:30 p.m.
Fairview Shores Branch Monday, March 9, 6:30 p.m.
Alafaya Branch Saturday, March 28, 1:30 p.m.
Winter Garden Branch Monday, March 30, 7 p.m.
Build your business logo using graphic design theory for concepts, color, and font choices. Learn the basics of designing a business logo using vector graphics tools.
WOMEN’S HISTORY MONTH

DirectHer: Women’s History Month Film Festival
Orlando Public Library, Albertson Room   Mondays, March 2–30, 11 a.m.–1 p.m.
In celebration of Women’s History Month, enjoy award-winning movies directed by women.
3/16: Winter’s Bone (2010) (R)
3/23: In a World (2013) (R)
3/30: The Kids Are All Right (2010) (R)

Rock The Wrap: Headwrap Styling Workshop
North Orange Branch   Saturday, March 21, 2 p.m.
Herndon Branch   Saturday, March 28, 2 p.m.
This is an educational and interactive experience that provides step-by-step instruction of headwrap styling techniques. Learn about the significance and history of headwrapping.

Art 101: Feminist Art Movement
Orlando Public Library, Albertson Room   Wednesday, March 25, 6:30 p.m.
Beginning in the 1960s, this movement continues to influence artists to this day. Registration required.

She Steps to the Mic
South Creek Branch   Saturday, March 28, 2:30 p.m.
She Steps To The Mic is an interactive, multimedia program examining the role of women in hip-hop and rap music from the 1970s through today.

Writers Corner
Creative Writing Masterclass with Margaret Atwood
Herndon Branch   Tuesdays, March 3–31, 6:30–8:30 p.m.
In this five-week Masterclass video series, learn about style, point of view, revision, character development and more from one of the most influential literary voices of a generation. Registration required.

OCLS Writer’s Group
Orlando Public Library, Magnolia Room   Sunday, March 8, 4 p.m.
Join your fellow writers for critique, discussion and camaraderie. Writers of all genres and experience are welcome. Please attend one meeting before submitting a piece for critique.

Writing Wednesday
Southwest Branch   Wednesday, March 18, 7–8:30 p.m.
Structured writing time with light refreshments in our reading area. Writers of all types and levels are encouraged to attend.

Save The Date: 15th Annual Southwest Author Series
Southwest Branch   Friday, April 24, 6:30 p.m.
New York Times bestselling author James Grippando will speak and sign copies of his books. This event is free and light refreshments will be served. Presented in partnership with The Rotary Club of Dr. Phillips.

Childrens
Cuisine Corner Junior: Cupcake Decorating
North Orange Branch   Monday, March 2, 11 a.m.
Decorate your very own treat as we explore the delicious world of cupcakes! Recommended for upper elementary, tweens and teens. 8-18
<table>
<thead>
<tr>
<th>Event Description</th>
<th>Location</th>
<th>Date</th>
<th>Time</th>
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<tbody>
<tr>
<td>Journey to the Pacific</td>
<td>Southwest Branch</td>
<td>Monday, March 2</td>
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<td>Fairview Shores Branch</td>
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<td>West Oaks Branch</td>
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<td>Herndon Branch</td>
<td>Monday, March 23</td>
<td>4:30 p.m.</td>
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<td>Learn about Sacagawea and how she aided the Lewis and Clark Expedition as a guide in their journey to explore uncharted lands to the west. Recommended for upper elementary. 8-12</td>
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<tr>
<td>Treehouse Adventures: Pirates Past Noon</td>
<td>Fairview Shores Branch</td>
<td>Monday, March 2</td>
<td>4:30 p.m.</td>
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<td>Interactive activities based on the popular Magic Tree House series.</td>
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<td>Talk Like a Pirate</td>
<td>Fairview Shores Branch</td>
<td>Tuesday, March 3</td>
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<td>South Creek Branch</td>
<td>Monday, March 16</td>
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<td>Southwest Branch</td>
<td>Wednesday, March 18</td>
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<td>Ahoy, landlubbers! It’s time to weigh anchor, hoist ye old Jolly Roger and set sail on an adventure filled with buccaneer games and pirate lingo.</td>
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<td>Painting With Georgia</td>
<td>West Oaks Branch</td>
<td>Tuesday, March 3</td>
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<td>Washington Park Branch</td>
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<td>Fairview Shores Branch</td>
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<td>Herndon Branch</td>
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<td>Orlando Public Library</td>
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<td>Windermere Branch</td>
<td>Thursday, March 19</td>
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<td>Southwest Branch</td>
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<td>Chickasaw Branch</td>
<td>Friday, March 27</td>
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<tr>
<td>Discover the art style of Georgia O’Keefe and paint your own larger than life work of art.</td>
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<td>Project WILD: Color Crazy</td>
<td>Southwest Branch</td>
<td>Wednesday, March 4</td>
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<td>Washington Park Branch</td>
<td>Wednesday, March 4</td>
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<td>South Trail Branch</td>
<td>Monday, March 23</td>
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<td>How does color make it easier to survive? Find out as we learn how animals use color adaptations in the wild.</td>
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<td>Homework Help</td>
<td>North Orange Branch</td>
<td>Thursdays, March 5-26</td>
<td>4 p.m.</td>
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<td>Feeling stuck at school? Get help here! From the toughest assignment to the most interesting project, we will lead you in the right direction. Recommended for K–12. Registration recommended. 6-18</td>
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<td>Wonder Women</td>
<td>Chickasaw Branch</td>
<td>Friday, March 6</td>
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<td>Washington Park Branch</td>
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<td>South Trail Branch</td>
<td>Tuesday, March 24</td>
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<td>Hiawassee Branch</td>
<td>Tuesday, March 24</td>
<td>6:30 p.m.</td>
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<tr>
<td>Marvel at the contributions of some amazing women in history with brainy trivia and brilliant activities.</td>
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<td>Angel Paws to Read</td>
<td>Herndon Branch</td>
<td>Saturday, March 7</td>
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<td>North Orange Branch</td>
<td>Saturday, March 14</td>
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Practice your reading skills by reading aloud to a lovable, furry listener. Be An Angel Therapy Dogs Ministry presents this reading program for children featuring certified therapy dogs.

**Tails with Tales**
Winter Garden Branch  Saturday, March 7, 11:45 a.m.
Practice your reading skills by reading aloud to a sweet, furry friend. Expanding Intelligence Dog Training LLC presents this reading program with their certified therapy dogs.

**Cuisine Corner Junior: Potato Bites**
South Creek Branch  Saturday, March 7, 2:30 p.m.
Herndon Branch  Friday, March 20, 10:30 a.m.
West Oaks Branch  Tuesday, March 31, 5 p.m.
Hiawassee Branch  Tuesday, March 31, 6:30 p.m.
A savory bite of potatoes await you! Learn how to make a simple recipe that’s perfect for you next celebration. Registration required. Recommended for upper elementary, tweens and teens. 8-18

**Pete the Cat the Musical – Story Drama Workshop**
Chickasaw Branch  Monday, March 9, 11 a.m.
Professional artists from Orlando Repertory Theatre teach an exciting Story Drama series.

**Southwest Homeschool: Women of the American Revolution**
Southwest Branch  Monday, March 9, 1 p.m.
Discover the contributions of women during the American Revolution. Recommended for upper elementary. Ages 8-12.

**Project WILD: Insect Inspection**
Windermere Branch  Tuesday, March 10, 2:30 p.m.
Are you ready for insect inspection? Let’s get outside and get investigating. Learn all about insects and what makes them so unique.

**Homeschool Meet Up**
North Orange Branch  Thursday, March 12, 1–3 p.m.
Inviting all homeschoolers to play games, socialize and share resources. Bring your favorite board games and card games to share.

**Mayor Buddy’s Book Club Discussion Group**
Orlando Public Library  Thursdays, March 12 & 26, 4:30 p.m.
Join Mayor Buddy’s Book Club weekly discussion group to talk, meet other book club members, share experiences and have fun. Recommended for upper elementary, tweens and teens. 8-18

**Women Make History**
Chickasaw Branch  Friday, March 13, 3:30 p.m.
Orlando Public Library  Friday, March 13, 3:30 p.m.
Herndon Branch  Saturday, March 21, 3:30 p.m.
Washington Park Branch  Wednesday, March 25, 4 p.m.
South Trail Branch  Monday, March 30, 4:30 p.m.
Recognize the impact of powerful women who made awesome contributions to our history with stories, crafts and activities.
REP Readers Featuring: Disney’s *Freaky Friday*
Winter Garden Branch  Saturday, March 14, 2:30 p.m.
Discover theater in a whole new way through this unique, interactive workshop.

**World Traveler: South America**
Orlando Public Library  Saturday, March 14, 3:30 p.m.
Become a world traveler. Take a trip to South America with fun trivia, activities and crafts.

**Southwest Homeschool: Women on the High Seas**
Southwest Branch  Monday, March 16, 1 p.m.
Arrrrgh! It’s Pirate Week at Southwest Branch! Did you know some pirates during the Golden Age of Piracy were women? Learn about them with awesome pirate activities. Recommended for grades K–2.

**Project WILD: Learning to Look, Looking to See**
Chickasaw Branch  Monday, March 16, 3:30 p.m.
North Orange Branch  Thursday, March 19, 11 a.m.
South Trail Branch  Thursday, March 19, 4:30 p.m.
Winter Garden Branch  Wednesday, March 25, 3:30 p.m.
Discover things you don’t see right before your eyes. Learn to carefully observe your natural surroundings and the importance of the environment.

**Maker Monday**
Alafaya Branch  Monday, March 16, 4:30 p.m.
Complete challenges, STEM projects and experiments. Recommended for upper elementary, tweens, teens and families. Registration required.

**St. Patrick’s Day!**
West Oaks Branch  Tuesday, March 17, 5 p.m.
Celebrate St. Patrick’s day the leprechaun way. Don’t forget to wear green!

**Pirate Yoga**
South Creek Branch  Friday, March 20, 2:30 p.m.
Arrr you ready for yoga? Discover yoga poses inspired by pirates and their adventures along with swashbuckling crafts and activities.

**Nautical Nonsense**
Winter Garden Branch  Saturday, March 21, 10:30 a.m.
Ahoy there kids! Welcome to the library’s insiders guide to Nautical Nonsense. You are going to learn how to survive on the seas with boatloads of stories, activities and crafts.

**Crazy 8s Math Club K–2**
Hiawassee Branch  Saturdays, March 21 & 28, 11 a.m.
You’ll build stuff, toss beach balls, make sticky art, make a mess … it’s a totally new kind of math club.

**The REP Readers Featuring Pete the Cat**
Alafaya Branch  Saturday, March 21, 2 p.m.
Discover theatre in a whole new way through this unique, interactive workshop. Participants will receive a voucher to attend an upcoming performance of The REP’s *Pete the Cat*.

**Animal Crossing Party!**
Southwest Branch  Saturday, March 21, 2:30 p.m.
Explore New Horizons as we celebrate the newest Animal Crossing game. Enjoy crafts, snacks and activities involving your favorite animal friends. Recommended for upper elementary and tweens. 8-12
Comedy Maks’ Variety Show
Southeast Branch  Saturday, March 21, 3 p.m.
Valencia College, Lake Nona Campus, Room 148  Saturday, March 28, 10:30 a.m.
12350 Narcoossee Rd.
There’s something for everyone in this high-energy variety show. Comedy Maks will dazzle you with juggling, magic, plate-spinning and more!

Southwest Homeschool: Women in Space
Southwest Branch  Monday, March 23, 1 p.m.
Students will recognize women who dared to blaze a trail into the unknown and discover what it is like to be an astronaut. Recommended for lower elementary.

Kids Mardi Gras Pizza Palooza
Orlando Public Library  Monday, March 23, 3:15 p.m.
Dr. Phillips Publix Aprons Cooking School Chefs will demonstrate how to make homemade pizza dough to take home and bake.

Project WILD: Wild Words
Windermere Branch  Tuesday, March 24, 2:30 p.m.
Observe the nature around you with your very own naturalist journal. We’ll create our very own nature log to document the animals and plants around us.

March Madness: WNBA
West Oaks Branch  Tuesday, March 24, 5 p.m.
Learn about the amazing women of the WNBA while testing your basketball knowledge and skills.

A World of Color
Winter Garden Branch  Tuesday, March 24, 6:30 p.m.
Create abstract art using vivid colors inspired by the work of Disney artist, Mary Blair.

Project WILD
West Oaks Branch  Wednesday, March 25, Noon & 4:30 p.m.
Learn about our environments, conservation and wildlife with hands-on activities and thought-provoking exploration.

Alafaya Homeschool Activities
Alafaya Branch  Wednesday, March 25, 1–2:30 p.m.
Meet other homeschool children for reading, math and crafts.

Colgate Bright Smiles, Bright Futures Program
North Orange Branch  Wednesday, March 25, 3–5:30 p.m.
The Colgate Bus will provide free dental screenings for children under 12 and a free dental kit. Registration recommended.

Read to Sydney
Winter Garden Branch  Thursday, March 26, 11:45 a.m.
Read to Sydney is a local therapy dog organization that encourages children to practice their reading skills with an attentive furry listener. All ages are welcome to join Thom and his dog Toby.

Central Florida Homeschool Board Gamers
Alafaya Branch  Friday, March 27, 12:30–2:30 p.m.
Play some fun board and card games! Bring your own games to share or play some of our games. Parents are welcome to play games too and must stay with their kids throughout the meeting.
Sparkle Like a Unicorn
Orlando Public Library  Friday, March 27, 3 p.m.
Fantastical fun awaits with stories and crafts. Celebrate the unique, magical and mystical unicorn!

LEGO Block Party
Winter Garden Branch  Saturday, March 28, 10:30 a.m.
Is there anything you can’t build with LEGO? Let’s find out! We provide the LEGO, you provide the creativity. LEGO bricks will be provided but cannot go home with you.

Southwest Homeschool: Sticks & Stems
Southwest Branch  Monday, March 30, 1 p.m.
Get into nature and discover the importance of conservation while learning about famous pioneering women in the field including Rachel Carson and Anna Comstock. Recommended for lower elementary. 6-8

A Bite Out of History: Victorian Tea Party
Orlando Public Library  Monday, March 30, 3:15 p.m.
Step back in time to the Victorian Era as we recreate three traditional teatime treats and learn the etiquette of a Victorian Afternoon Tea. Recommended for upper elementary, tweens, and teens. 8-18

Early Learning Baby 0-1
Shake, Rattle & Roll
Herndon Branch  Monday, March 2, 11 a.m.
Encourage your baby’s movement and hand-eye coordination by exploring shapes, shakers and sounds.

Springtime Sprouts
Southwest Branch  Wednesday, March 4, 10:30 a.m.
Herndon Branch  Monday, March 9, 11 a.m.
South Creek Branch  Saturday, March 14, 10:30 a.m.
Alafaya Branch  Tuesday, March 24, 10:30 a.m.
It’s baby’s first spring! Discover new ways to play and interact with sensory activities for your little one.

Mother Goose on the Loose
Fairview Shores Branch  Fridays, March 6 & 13, 10:30 a.m.
Southwest Branch  Wednesdays, March 11 & 25, 10:30 a.m.
Using rhymes, songs, puppets, musical instruments and more, we will interact together to help develop important pre-literacy skills in our littlest ones!

Tummy Time Sensory Play
Herndon Branch  Monday, March 16, 11 a.m.
Interact with your little one as they play in their surroundings, stimulate their senses and become little explorers! This class requires adult participation and floor blankets are encouraged.

Baby Bookworms
Southwest Branch  Wednesday, March 18, 10:30 a.m.
Read! Learn! Play! Introduce your baby to important literacy practices that encourage learning and developmental growth.

Baby Boogie
Orlando Public Library, Mama Bear  Monday, March 23, 10 a.m.
Introduce your baby to music and stimulate cognitive development, language learning and motor coordination.
Baby Discovery  
Herndon Branch  
Monday, March 23, 11 a.m.  
Play with your little one while exploring colors and textures through stories, songs and activities that will enhance their world.

Baby Games  
Herndon Branch  
Monday, March 30, 11 a.m.  
Support your baby’s physical, social and emotional learning through play and build thinking, communication and language skills.

Early Learning Preschool 3-5  
Growing Up WILD: First Impressions  
Windermere Branch  
Tuesday, March 3, 10:30 a.m.  
Let’s get outside and explore! We’ll use music and movement to discover how we think and feel about animals around us.

How Does a Seed Grow?  
North Orange Branch  
Tuesday, March 3, 11 a.m.  
With our little hands we can make a difference and care for our environment. Let’s read, learn and play through a fun celebration for Earth Day.

Pow-HER-ful  
West Oaks Branch  
Tuesday, March 3, 11 a.m.  
Chickasaw Branch  
Thursday, March 5, 11 a.m.  
North Orange Branch  
Thursday, March 5, 11 a.m.  
Windermere Branch  
Monday, March 9, 10:30 a.m.  
Herndon Branch  
Thursday, March 12, 10:30 a.m.  
Orlando Public Library  
Friday, March 13, 10:30 a.m.  
Alafaya Branch  
Monday, March 16, 10:30 a.m.  
Winter Garden Branch  
Tuesday, March 24, 10:30 a.m.  
Southeast Branch  
Thursday, March 26, 11 a.m.  
South Trail Branch  
Tuesday, March 31, 10:15 a.m.  

With great power comes great responsibility. Explore the common empowering qualities of well-known women like Simone Biles, Frida Kahlo, Jane Goodall and more.

Big Fish, Little Fish  
Herndon Branch  
Wednesday, March 4, 10:30 a.m.  
Splish, splash, splosh! Fish and his friends are ready to play. Join us as we swim into stories, activities and crafts.

The Notorious R.B.G. & Other Powerful Women  
Southwest Branch  
Friday, March 6, 10:30 a.m.  
Hiwassee Branch  
Friday, March 6, 11 a.m.  
Winter Garden Branch  
Saturday, March 7, 10:30 a.m.  
South Trail Branch  
Wednesday, March 11, 10:15 a.m.  
Herndon Branch  
Wednesday, March 18, 10:30 a.m.  
Chickasaw Branch  
Monday, March 30, 11 a.m.  
North Orange Branch  
Tuesday, March 31, 11 a.m.  
West Oaks Branch  
Tuesday, March 31, 11 a.m.  

It is never too early to start fighting for what you believe in. Learn about outstanding women, like Ruth Bader Ginsburg, in this craft filled storytime.
Cuentame un Cuento
Chickasaw Branch  Friday, March 6, 11 a.m.
South Trail Branch  Wednesday, March 25, 10:15 a.m.
Enjoy bilingual stories and crafts for children. The library provides an interactive storytime in English and Spanish suitable for speakers of either languages. The whole family is welcome.

D is for Dinosaur
South Creek Branch  Saturday, March 7, 10:30 a.m.
Dino time is near – let’s give a roaring cheer! We are off on a dinosaur adventure using stories and activities while experiencing a good time together.

Little Chef: Lucky Charm Snack Mix
North Orange Branch  Monday, March 9, 11 a.m.
Chickasaw Branch  Wednesday, March 11, 11 a.m.
Winter Garden Branch  Saturday, March 14, 10:30 a.m.
Hiwassee Branch  Tuesday, March 17, 6:30 p.m.
Herndon Branch  Thursday, March 19, 10:30 a.m.
Take a bite of frosted oats and colorful marshmallows with a twist. Combine, stir and shape a fun treat that will be magically delicious.

Alphabet Adventures
Southwest Branch  Friday, March 13, 10:30 a.m.
Learn the alphabet with exciting stories and fun activities.

Countdown to Spring
Chickasaw Branch  Friday, March 13, 11 a.m.
Winter Garden Branch  Tuesday, March 31, 10:30 a.m.
4-3-2-1! Spring is coming soon! Help us get ready with stories and activities to welcome the season.

PBS Kids Time!
Alafaya Branch  Tuesday, March 17, 10:30 a.m.
Every month we learn and explore with our favorite PBS characters. Enjoy a story, craft and episode.

Ocean Explorers
Winter Garden Branch  Tuesday, March 17, 10:30 a.m.
Dive in deep and explore the world under the waves. Create seaworthy crafts and enjoy ‘FIN’tastic games and activities.

Never Land Adventures
South Creek Branch  Thursday, March 19, 10:30 a.m.
Ahoy, friends! Journey to find treasure with stories and fun activities inspired by the Disney Junior series Jake and the Never Land Pirates.

Growing Up WILD: Ants on Parade
Windermere Branch  Tuesday, March 24, 10:30 a.m.
The ants go marching one by one, hurrah, hurrah! Let’s go outside and observe ant behavior and learn about insect characteristics. Recommended for toddlers and preschoolers.

Peter Rabbit's Garden Party
North Orange Branch  Tuesday, March 24, 11 a.m.
Peter Rabbit loves Mr. McGregor’s garden and you will too at this wonderful garden party. Hop into the library for stories, crafts and a bunny good time.
Crazy Caterpillar
Hirndon Branch  Wednesday, March 25, 10:30 a.m.
Join the Crazy Caterpillar for an afternoon of games and crawly fun.

Little Chef: A Full Scoop
South Creek Branch  Wednesday, March 25, 10:30 a.m.
I scream, you scream, we all scream for ice cream! Let’s mix and sprinkle fun toppings to make a delicious treat to keep us cool. Adult participation is required.

Little Chef: Fluffy Bunny Cakes
Orlando Public Library  Friday, March 27, 10:30 a.m.
As we hop into spring, what better way to welcome in the sunshine than with a bunnyrific cupcake. Turn a plain ol’ cupcake into an animal work of art. Registration required.

Storybook STEAM
Southwest Branch  Friday, March 27, 10:30 a.m.
Listen to a story and complete a STEAM challenge. Challenges will invite preschoolers to imagine, plan, create and improve upon a story-related project.

Animals Around the World
North Orange Branch  Friday, March 27, 11 a.m.
Bring your friends and learn about animals from every corner of the world. Enjoy fun stories, activities and crafts.

Early Learning Toddlers 1-3
Seeing Green
Southwest Branch  Monday, March 2, 10:30 a.m.
Southeast Branch  Thursday, March 5, 11 a.m.
North Orange Branch  Friday, March 6, 11 a.m.
Hirndon Branch  Wednesday, March 11, 10:30 a.m.
Winter Garden Branch  Thursday, March 12, 10:30 a.m.
Fairview Shores Branch  Tuesday, March 17, 10:30 a.m.
Chickasaw Branch  Friday, March 20, 11 a.m.
Learn and play with everything the color of shamrocks, leprechauns and emeralds: green! Recommended for toddlers and preschoolers.

I SEA Sharks
Windermere Branch  Monday, March 2, 10:30 a.m.
Fairview Shores Branch  Tuesday, March 3, 10:30 a.m.
South Trail Branch  Wednesday, March 4, 10:15 a.m.
Hirndon Branch  Thursday, March 5, 10:30 a.m.
Orlando Public Library  Wednesday, March 11, 10:30 a.m.
North Orange Branch  Thursday, March 12, 11 a.m.
Winter Garden Branch  Thursday, March 19, 10:30 a.m.
Southeast Branch  Thursday, March 19, 11 a.m.
Chickasaw Branch  Monday, March 23, 11 a.m.
West Oaks Branch  Tuesday, March 24, 11 a.m.
South Creek Branch  Thursday, March 26, 10:30 a.m.
Hiawassee Branch  Friday, March 27, 11 a.m.
Southwest Branch  Monday, March 30, 10:30 a.m.
Dive into stories and interactive activities inspired by our ocean friends and learn more about Eugenie Clark’s journey in becoming the ocean’s most fearless scientist. Recommended for toddlers and preschoolers.
**Book to Boogie**  
Chickasaw Branch    *Monday, March 2, 11 a.m.*  
Shake, rattle and roll as we dive into picture books and engage in dance and movement activities. Recommended for toddlers and preschoolers.

**Bubble Playtime**  
Winter Garden Branch    *Tuesday, March 3, 10:30 a.m. & Thursday, March 26, 10:30 a.m.*  
Fairview Shores Branch    *Thursdays, March 5–26, 10:30 a.m.*  
Herndon Branch    *Friday, March 6, 10:30 a.m.*  
Southwest Branch    *Monday, March 9, 10:30 a.m.*  
Alafaya Branch    *Wednesday, March 18, 10:15 & 10:45 a.m.*  
Hiawassee Branch    *Friday, March 20, 11 a.m.*  
Help your child with their motor-development skills in this interactive bubble class. Recommended for toddlers and preschoolers.

**Storytime Crafts**  
North Orange Branch    *Wednesdays, March 4–25, 10:30 a.m.–Noon*  
Drop-in before and after storytime to create a make-and-take craft. Recommended for toddlers and preschoolers.

**Busy as a Bee**  
Orlando Public Library    *Wednesday, March 4, 10:30 a.m.*  
Buzz on down to the library to learn about bees and engage in skill building activities guaranteed to keep your little one busy. Recommended for toddlers and preschoolers.

**Seuss-a-palooza**  
Chickasaw Branch    *Wednesday, March 4, 11 a.m.*  
Celebrate the world of Dr. Seuss with carnival-style fun filled with whimsical stories, activities and more! Recommended for toddlers and preschoolers.

**Stories & Stretches**  
Fairview Shores Branch    *Tuesday, March 10, 10:30 a.m.*  
A special movement storytime focusing on motor development that is filled with stories, songs and fun. Recommended for toddlers and preschoolers. 1-5

**Parachute Play**  
Winter Garden Branch    *Tuesday, March 10, 10:30 & 11 a.m.*  
Your toddler will enjoy rhymes, songs and tons of parachute playtime. Seating is limited. Registration recommended.

**Little Shamrock**  
West Oaks Branch    *Tuesday, March 10, 11 a.m.*  
Southeast Branch    *Thursday, March 12, 11 a.m.*  
Hiawassee Branch    *Friday, March 13, 11 a.m.*  
North Orange Branch    *Monday, March 16, 11 a.m.*  
South Trail Branch    *Wednesday, March 18, 10:15 a.m.*  
Orlando Public Library    *Wednesday, March 18, 10:30 a.m.*  
Chickasaw Branch    *Wednesday, March 18, 11 a.m.*  
Follow the rainbow with your little lucky charms for an Irish feast of fun with stories, interactive stations and everything green. Recommended for toddlers and preschoolers. 1-5
Literacy & Locomotion
Chickasaw Branch    Thursday, March 12, 11 a.m.
Help your child learn by playing as we weave early literacy practices into fun interactive stories, songs, rhythm and dance. Recommended for toddlers and preschoolers. 1-5

Green Grass Grows All Around
North Orange Branch  Friday, March 13, 11 a.m.
There once was a tree, a pretty little tree, the prettiest little tree that you ever did see. Stories, songs and activities about the greenery growing all around us.

Pirate Adventures
Southwest Branch   Monday, March 16, 10:30 a.m.
Ahoy, Matey! Dress like a pirate and engage in swashbuckling adventures and buccaneer tales.

Mighty Explorers
Chickasaw Branch   Thursday, March 19, 11 a.m.
Let’s team up for a journey with backyard creatures of all kinds! We will stretch our knowledge about creepy, crawly and squirmly friends. Recommended for toddlers and preschoolers. 1-5

Pirates and Princesses
Southwest Branch    Friday, March 20, 10:30 a.m.
South Creek Branch  Saturday, March 21, 10:30 a.m.
Ahoy, mateys! Come to our royal romp full of swashbuckling stories, side-splitting sea shanties and other fantastic fun. Recommended for toddlers and preschoolers. 1-5

Toddler Playground
Southwest Branch   Monday, March 23, 10:30 a.m.
Toddlers use unstructured play to advance their physical and cognitive development and to have fun.

Hello, Spring!
North Orange Branch   Monday, March 23, 11 a.m.
Do you see the blooming flowers, smell the fresh cut grass or hear the baby chick peep? Learn, explore and play with all the things this season brings. Recommended for toddlers and preschoolers.

Tiny House: Kitchen Play
Orlando Public Library   Wednesday, March 25, 10:30 a.m.
Inviting little explorers to learn, grow and play with hands-on activities inspired by using objects in your kitchen.

Piglebration
Chickasaw Branch   Wednesday, March 25, 11 a.m.
Celebrate National Pig Day with stories and activities featuring our favorite pigs. Recommended for toddlers and preschoolers Ages 1-5.

Oodles of Noodles
Herndon Branch   Thursday, March 26, 10:30 a.m.
Let’s play and get creative with pasta! Shake’em, stack’em or string’em to craft fun art and a good time. Recommended for toddlers and preschoolers. 1-5

Sticky Fun
Chickasaw Branch   Thursday, March 26, 11 a.m.
Explore all things sticky, from clingy art to gooey explorations. Come dressed and ready to get a little sticky. Recommended for toddlers and preschoolers. 1-5
Artsy Toddler  
Chickasaw Branch  Friday, March 27, 11 a.m.
Paint, paste, glue, stamp and create! Young children will enjoy stories, songs and exploring age-appropriate art experiences.

Toddler G.A.M.E.S.  
South Creek Branch  Friday, March 27, 2 p.m.
Growing, Active, Musical, Educational, Silly – a super fun interactive event for your little ones.

Hear Me Roar!  
South Creek Branch  Saturday, March 28, 10:30 a.m.
Stomp, jump and roar your way through a dino-mite adventure as you learn about dinosaurs in hands on activities. Recommended for toddlers and preschoolers. 1-5

Cardboard Box Play!  
North Orange Branch  Monday, March 30, 11 a.m.
Fuel your creativity with a cardboard box! Explore imaginary places with friends during an interactive storytime and free play. Recommended for toddlers and preschoolers. 1-5

Family  
Flying High  
South Trail Branch  Tuesday, March 3, 4:30 p.m.
Windermere Branch  Saturday, March 7, 11 a.m.
Orlando Public Library  Saturday, March 7, 3:30 p.m.
Washington Park Branch  Monday, March 9, 4:30 p.m.
Winter Garden Branch  Wednesday, March 11, 3:30 p.m.
Chickasaw Branch  Wednesday, March 18, 3:30 p.m.
Herndon Branch  Tuesday, March 24, 4 p.m.
North Orange Branch  Thursday, March 26, 11 a.m.
Design, fold and test paper airplanes in recognition of famous women who dared to fly.

Building Roebling’s Bridge  
Winter Garden Branch  Wednesday, March 4, 3:30 p.m.
South Trail Branch  Monday, March 9, 4:30 p.m.
Fairview Shores Branch  Tuesday, March 10, 4:30 p.m.
Southwest Branch  Wednesday, March 11, 3 p.m.
Orlando Public Library  Saturday, March 21, 3:30 p.m.
Washington Park Branch  Tuesday, March 24, 4:30 p.m.
Explore the science and story of Emily Roebling, the secret engineer behind the Brooklyn Bridge and see if your family can construct their own sturdy bridge!

Snake Education With a Twist  
South Trail Branch  Wednesday, March 4, 4:30 p.m.
North Orange Branch  Tuesday, March 10, 11 a.m.
Herndon Branch  Saturday, March 14, 1 p.m.
Southwest Branch  Saturday, March 21, 10:30 a.m.
Fairview Shores Branch  Saturday, March 28, 2 p.m.
Enjoy a snake show with Professional Snake Handler Chief Rowley and his reptile friends. It’s guaranteed to both entertain and educate.
Pajama Tales
Fairview Shores Branch  
*Wednesdays, March 4, 11 & 25, 6:30 p.m.*
Get comfy and cozy! Wear your jammies, bring your favorite stuffed animal, and join us for an evening of stories, rhymes and songs.

Library Pop-Up: Horizon West
Prime Time Family Reading Time-Bilingual: English & Spanish
Waterleigh Community Clubhouse  
*Thursdays, March 5 & 12, 6–8 p.m.*
16150 Pebble Bluff Loop
Join us for a six-week reading and discussion program that inspires thought and conversation between children and families. Meals will be provided. Registration required.

Central Florida Zoo Presents Pirates of the ZOOribbean
Orlando Public Library  
*Friday, March 6, 10:30 a.m.*
West Oaks Branch  
*Thursday, March 19, 2 p.m.*
It’s a ZOOribbean adventure as we set sail on an exciting pirate’s journey in search of amazing coastal and island animals.

Big Idea Bubble Show
Waterleigh Community Clubhouse  
*Saturday, March 7, 10:30 a.m.*
16150 Pebble Bluff Loop
Washington Park Branch  
*Saturday, March 14, 2:30 p.m.*
Chickasaw Branch  
*Monday, March 16, 11 a.m.*
Alafaya Branch  
*Thursday, March 19, 2:30 p.m.*
Hiwassee Branch  
*Saturday, March 21, 2 p.m.*
Winter Garden Branch  
*Saturday, March 28, 2:30 p.m.*
Learn about reflection, refraction, surface tension and more from shimmering waves of soap films to rainbow bubbles and other bubbles of all shapes and sizes!

Are You a Leprechaun?
Southeast Branch  
*Saturday, March 7, 3 p.m.*
South Trail Branch  
*Tuesday, March 10, 4:30 p.m.*
North Orange Branch  
*Tuesday, March 17, 11 a.m.*
Do you have the luck of the Irish? Test your golden charm while playing games, enjoying activities and making crafts.

ShamROCKS!
Windermere Branch  
*Saturday, March 14, 11 a.m.*
South Trail Branch  
*Monday, March 16, 4:30 p.m.*
Chickasaw Branch  
*Tuesday, March 17, 3:30 p.m.*
Fairview Shores Branch  
*Tuesday, March 17, 1 p.m.*
Washington Park Branch  
*Thursday, March 19, 2:30 p.m.*
Do you have the luck of the Irish? Brush up on your leprechaun folklore and be prepared for a legendary time!

ArtMazing
South Creek Branch  
*Saturday, March 14, 2:30 p.m.*
Unleash your inner artist and discover your creative side in this monthly all ages event. Inspiration is a must!

Cookies and Milk with a Cop
West Oaks Branch  
*Tuesday–Friday, March 17–20, 10:30 a.m.*
North Orange Branch  
*Saturday, March 21, 11 a.m.*
Meet local police officers and enjoy a story, cookies and milk! This event is a great chance to interact with officers in a fun and informative environment.
Discover Math & Science Presented by Michele Puppets
Windermere Branch  Tuesday, March 17, 10:30 a.m.
South Creek Branch  Wednesday, March 18, 10:30 a.m.
Take a trip around the sun and explore the seasons, shapes and surprises in the world around you! Explore math concepts and be transported into a world of imagination! Recommended for preschoolers.

Jumbo Family Game Time
West Oaks Branch  Wednesday, March 18, 4 p.m.
It’s time for fun on a massive scale. We’ll be recreating a family board game with you as the game pieces!

Family Volunteering: STEAM Kits
Orlando Public Library  Tuesday, March 24, 3:15–5:15 p.m.
Alafaya Branch  Saturday, March 28, 2–4 p.m.
Southwest Branch  Monday, March 30, 3:30–5:30 p.m.
Upper elementary, middle, high school students and their accompanying adults are invited to help assemble STEAM kits at this two-hour community service event.

Spring Break
Hero Spark Adventure Camp
Orlando Public Library  Monday–Friday, March 16–20, 1–5 p.m.
Master the art of Dungeons & Dragons campaign building: develop story arcs, create characters and share your adventure with friends!

Spring Break in Space
Have an out of this world spring break! Take a journey through our solar system, design a robot to explore Mars and construct machines for space exploration in these classes and camps.

WhizKids: LEGO WeDo Robotics Camp
Chickasaw Branch  Monday–Wednesday, March 16–18, 10:30 a.m.
Alafaya Branch  Monday–Wednesday, March 16–18, 2 p.m.
Washington Park Branch  Monday–Wednesday, March 16–18, 3:30 p.m.
Winter Garden Branch  Tuesday–Thursday, March 17–19, 1:15 p.m.
Eatonville Branch  Tuesday–Thursday, March 17–19, 3:30 p.m.
Build and program LEGO projects with a simple to use computer interface in this camp. Learn how technology plays an active role in our everyday life. Ages 7–9.

WhizKids: Space Explorers Camp
Herndon Branch  Monday–Wednesday, March 16–18, 10:30 a.m.–Noon
Explore outer space beyond Earth. Learn about space exploration, identify planets in the solar system based on unique and identifiable features and engage in fun interactive activities. Ages 10–12.

WhizKids: Space Explorers Camp
Fairview Shores Branch  Monday–Wednesday, March 16–18, Noon–1:30 p.m.
Alafaya Branch  Wednesday–Friday, March 18–20, 4 p.m.
Take a virtual journey into space. Learn about our solar system, identify the differences between planets and engage in fun interactive activities. Ages 7–9.

WhizKids: Introduction to Solar Power
West Oaks Branch  Tuesday, March 17, 2 p.m.
Explore the power of the sun while you build solar powered alarms, radios and experiment with light levels using Snap Circuits. Learn the basics of solar power and how it impacts our everyday lives. Ages 10–12.
WhizKids: littleBits Space Exploration  
North Orange Branch  
Saturday, March 21, 2:30 p.m.
Build electronic models that recreate space technology. Learn how power, sensors and output devices can be combined to construct machines used in space exploration and research. Ages 10–12.

Sew Up Spring Break 
Make your spring stylish with clothes and accessories sewn by you. In the It’s Sew Easy Camps you’ll learn everything you need to start sewing like a pro. It’s Sew Easy Camps are generously supported by the City of Orlando Mayor's Matching Grant

It’s Sew Easy Camp: Hogwarts House Robes 
Orlando Public Library  
Monday–Friday, March 16–20, 10 a.m.–12:30 p.m.
If you have received your letter from Hogwarts but find yourself a bit strapped for galleons, come in and make your own house robes. Ages 11–17.

It’s Sew Easy Camp: Tote Bags 
Washington Park Branch  
Monday–Friday, March 16–20, 1–3 p.m.
Take the fashion world by storm! We will teach you everything you need to know to start sewing like a pro. Ages 11–17.

It’s Sew Easy Camp: Pencil Case 
Orlando Public Library  
Tuesday–Thursday, March 17–19, 2:30–4:30 p.m.
Take the fashion world by storm! We will teach you everything you need to know to start sewing like a pro. Create a unique zippered pencil case in this three-day camp. Ages 11–17.

Teen-Tween 11-18  
Afterschool Adventures with Hero Spark 
Chickasaw Branch  
Mondays–Thursdays, 3:30–5:30 p.m.
Orlando Public Library  
Mondays–Thursdays, 3:30–5:30 p.m.
South Trail Branch  
Mondays–Thursdays, 3:30–5:30 p.m.
Gaming and homework help collide at the library. Complete your homework with the help of a tutor, and then join your peers for awesome gaming adventures. Afterschool Adventures will not meet Monday–Friday, March 16–20. See page 31 for Hero Spark Adventure Camp and even more fun spring break events.

Fashion Forward 
South Trail Branch  
Monday, March 2, 4:30 p.m.
Herndon Branch  
Wednesday, March 11, 4:30 p.m.
What will you wear to school this year? Find new ideas and create your own inspiration board as we watch a super stylish movie.

Who Built the World? Girls! 
Orlando Public Library  
Tuesday, March 10, 3:15 p.m.
Discover women in STEAM and test your knowledge with trivia while enjoying a snack.

Women Rock! 
Herndon Branch  
Friday, March 13, 3:30 p.m.
Chickasaw Branch  
Thursday, March 19, 3:30 p.m.
Take a listen, sing along and explore some of the rebel ladies who have rocked the music world.

Battle of the Cupcakes 
South Trail Branch  
Friday, March 13, 4 p.m.
Herndon Branch  
Saturday, March 14, 3 p.m.
Test your cupcake decorating skills and compete against your friends for cupcake glory and learn about several fantastic female bakers. Registration required.

Lucky Charm 
Herndon Branch  
Tuesday, March 17, 4 p.m.
Washington Park Branch  
Wednesday, March 18, 2:30 p.m.
Chickasaw Branch  
Friday, March 20, 3:30 p.m.
Expand your knowledge of Irish culture and make your very own lucky charm.
Animanga Hero Club
Alafaya Branch  Thursday, March 26, 6:30–8 p.m.
Be a hero with games, trivia, crafts, prizes and of course discussion of your favorite anime and manga.
Registration required.

Census 2020
You Count: Census 2020
North Orange Branch  Wednesday, March 18, 10 a.m.–1 p.m.
Herndon Branch  Thursday, March 19, 10 a.m.–1 p.m.
Hiawassee Branch  Friday, March 20, 10 a.m.–1 p.m.
Fairview Shores Branch  Monday, March 23, 10 a.m.–1 p.m.
Chickasaw Branch  Tuesday, March 24, 10 a.m.–1 p.m.
South Trail Branch  Wednesday, March 25, 2 p.m.–4 p.m.
Alafaya Branch  Friday, March 27, 10 a.m.–1 p.m.
Orlando Public Library  Saturday, March 28, 10 a.m.–1 p.m.
South Creek Branch  Monday, March 30, 10 a.m.–1 p.m.
Washington Park Branch  Tuesday, March 31, 10 a.m.–1 p.m.
Meet representatives from the United States Census Bureau to learn more about the upcoming U. S. Census 2020 and how you count!

Library U
Orlando Public Library, Melrose Center  Thursday, June 11, 2020, 8:15 a.m.–4:30 p.m.
Library U is an interactive learning experience to assist educators in achieving instructional goals. In this full-day event, you will learn information that can be shared in the classroom with students and fellow educators. Topics this year include STEM, Drones, Fiber Arts, Video/Audio Production, Virtual & Augmented Reality and Digital Resources. All participants have the opportunity to earn a $75 honorarium and Inservice points. Application deadline is Monday, May 4.

Reaching Out: A Community Resource Fair
Orlando Public Library, Library Central  Sunday, March 22, 2–4 p.m.
Connect with local community services in honor of National Social Work Month. Meet the library’s social worker and other representatives for our neighbors in need.

Presidential Preference Primary Election Early Voting
South Creek Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
West Oaks Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Chickasaw Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Southwest Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Hiawassee Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Southeast Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Washington Park Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Fairview Shores Branch  Monday–Sunday, March 2–15, 10 a.m.–6 p.m.
Early Voting will take place from 10 a.m. - 6 p.m.

Presidential Preference Primary Election
Southwest Branch  Tuesday, March 17, 7 a.m.–7 p.m.
Voting at this polling place (for those in precinct 116 only) will take place from 7:00am to 7:00pm.
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Director’s Report
By accepting FLC Risk and Safety Services (Services), Member acknowledges and agrees: Services are solely intended to assist Member to reasonably identify, assess and address sources of potential exposure to liability, claims, losses or damages; Member remains responsible for maintaining the safety of its property and operations for itself and others; and for all Services provided, FLC does not warrant or guarantee: the safety of any Member property; that additional risks will not result or materialize at Member property or elsewhere; or that any suggested or recommended measures implemented by Member will prevent exposure to liability, claims, losses or damages.
## Site Survey Findings:

<table>
<thead>
<tr>
<th>#</th>
<th>Item Description, Location and Recommendations</th>
<th>Item Picture (if necessary)</th>
<th>Date Corrective Action Taken</th>
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</thead>
<tbody>
<tr>
<td>1.</td>
<td><strong>Orlando Public Library</strong>- There was a refrigerator plugged into an extension cord.</td>
<td><img src="image1.jpg" alt="Image" /></td>
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<tr>
<td></td>
<td>Since these appliances draw a high amount of current it is recommended to plug them directly into a wall socket.</td>
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<td></td>
<td>Location 5th floor, Branch Offices.</td>
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<td>2.</td>
<td><strong>Orlando Public Library</strong>- There was a large electrical junction box that was left open.</td>
<td><img src="image2.jpg" alt="Image" /></td>
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<td></td>
<td>Location- 4th floor Mechanical Room.</td>
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<td>3.</td>
<td><strong>Orlando Public Library</strong>- There was an electrical outlet that was missing a cover plate.</td>
<td><img src="image3.jpg" alt="Image" /></td>
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<td></td>
<td>Location, 3rd floor Albertson Room, inside the audio closet.</td>
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4. **South Creek Branch** - The sidewalk on the east side of the building poses a potential trip hazard.

5. **South Creek Branch** - The computer cords under the children’s computers should be secured to prevent tampering or a potential tripping hazard.

6. **South Creek Branch** - The electrical outlets in the children’s area should be protected using child proofing caps.

   Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.
7. **South Trail Branch**- The computer cords under the children’s computers should be secured to prevent tampering or a potential tripping hazard.

8. **South Trail Branch**- The electrical outlets in the children’s area are should be protected using child proofing caps.

   Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.

9. **Southeast Branch**- There were no issues observed at the time of the safety walkthrough.
10. **Alafaya Branch** - The electrical outlets in the children’s area should be protected using child proofing caps.

   Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.

11. **Chickasaw Branch** - The computer cords under the children’s computers should be secured to prevent tampering or a potential tripping hazard.
<table>
<thead>
<tr>
<th></th>
<th>Chickasaw Branch- The electrical outlets in the children’s area should be protected using child proofing caps. Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.</th>
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<tbody>
<tr>
<td>12.</td>
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<tr>
<td>13.</td>
<td>Chickasaw Branch- The drain basin in the parking lot could pose a potential trip hazard especially for those individuals wearing heels. It’s recommended to delineate the drain with a high contrasting paint.</td>
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<tr>
<td>14.</td>
<td>Herndon Branch- The computer cords under the children’s computers should be secured to prevent tampering or a potential tripping hazard.</td>
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</table>
15. **Herndon Branch** - The pavers have started to settle at the front door where they meet the concrete.

This can pose a potential trip hazard.

It’s recommended to reset the pavers to minimize the height variation in the walking surface.

16. **Fairview Shores Branch** - The electrical outlets in the children’s area should be protected using child proofing caps.

Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.

17. **Eatonville Branch** - Although most plugs were protected, there were a couple of electrical outlets in the children’s area that were missing child proofing caps.

Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.
<table>
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<th></th>
<th>Location</th>
<th>Description</th>
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<tr>
<td>18.</td>
<td><strong>Eatonville Branch</strong></td>
<td>When existing, the door on the left was missing an end cap on the panic hardware. This could post a potential laceration hazard.</td>
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<tr>
<td>19.</td>
<td><strong>Eatonville Branch</strong></td>
<td>On the North East side of the exterior there was a weather proof outlet cover missing.</td>
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<td>20.</td>
<td><strong>North Orange Branch</strong></td>
<td>There were no issues observed at the time of the safety walkthrough.</td>
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<tr>
<td>21.</td>
<td><strong>Winter Garden Branch</strong></td>
<td>The concrete grouting between the pavers and the poured concrete is starting to fail potentially causing a tripping hazard.</td>
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</table>
| **22.** Winter Garden Branch - Inside the staff break room there were 3 heat producing appliances plugged into a single power strip.  
It is likely that this power strip is being overloaded which could potentially cause a fire.  
For that reason, it is recommended to plug coffee makers, teapots and toaster ovens directly into the electrical outlet. | ![Image](image1.jpg) |   |
| **23.** Winter Garden Branch - Although most plugs were protected, there were a couple of electrical outlets in the children’s area that were missing child proofing caps.  
Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed. | NA |   |
| **24.** West Oaks Branch - The chain link cage over the outside mechanical equipment is starting to sag in several areas.  
It is likely that people are walking or resting on the chain link which could eventually fail under the stress. | ![Image](image2.jpg) |   |
<p>| 25. | <strong>West Oaks Branch</strong>- There were a couple of the new all in one computers which should have the cords secured to prevent tampering or a potential tripping hazard. Most of the computers were really good however! |
| 26. | <strong>West Oaks Branch</strong>- Nice work on maintaining the exterior sidewalks around the trees. This is an excellent example! | NA | NA |
| 27. | <strong>Windermere Branch</strong>- There were no issues observed at the time of the safety walkthrough. Also, nice work on maintaining the exterior sidewalks around the trees. | NA | NA |
| 28. | <strong>Southwest Branch</strong>- On the exterior where the tile sidewalk meets the main path there is about a ¾ inch change in elevation. Although this is still acceptable by most standards, it is recommended to mark it with a contrasting color and to monitor it to ensure it does not worsen. | | |</p>
<table>
<thead>
<tr>
<th>No.</th>
<th>Location</th>
<th>Observation</th>
</tr>
</thead>
<tbody>
<tr>
<td>29</td>
<td>Washington Park Branch</td>
<td>On the front of the building from the walkway to the parking lot there was a paver walkway the poses a potential trip hazard. The pavers should be reset to ensure they are level and to reduce any gaps.</td>
</tr>
<tr>
<td>30</td>
<td>Washington Park Branch</td>
<td>There was a small wooden book shelf in the children's area that was not secured from tipping. This could pose a potential hazard if the shelf were to topple over.</td>
</tr>
<tr>
<td>31</td>
<td>Hiawassee Branch</td>
<td>On the front of the building from the walkway to the parking lot there was a paver walkway the poses a potential trip hazard where the pavers meet the concrete curbing. The pavers should be reset to ensure they are level with the concrete curb.</td>
</tr>
</tbody>
</table>
32. **Hiawassee Branch** - Although most plugs were protected, there were a couple of electrical outlets in the children’s area that were missing child proofing caps. Since it’s common for visitors to use these outlets to charge their devices a periodic, at least daily, check should be completed.

3  **Summary:**

I would like to thank the staff and management for the open reception I received. It is always great to meet so many dedicated people!

Keep in mind that you are eligible for up to a $5000 Safety Grant ($2500 for Worker Safety and $2500 for Public Safety/Liability) that can be used to offset purchases made to improve the recommendations in the report.

Here is a link to the safety grant information: [https://insurance.flcities.com/services/risk-and-safety-management/matching-safety-grant](https://insurance.flcities.com/services/risk-and-safety-management/matching-safety-grant)

If you have any questions or need further information, please do not hesitate to contact me.

Sincerely,

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Email: treschny@flcities.com
Orange County Library System
Board of Trustees Meeting
March 12, 2020

Public Comment:
Non-Agenda Items