

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

October 12, 2017 ~ 6:00 p.m.

Orlando Public Library

101 East Central Boulevard

Orlando, Florida 32801

407.835.READ (7323)

Library Board Present: Lisa Franchina (10/0); Marucci Guzmán (10/2);
Ted Maines (1/0 - City); Richard Maladecki (10/1);
Wilbert Vancol (1/0 - City)

Library Board Absent:

Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier;
Craig Wilkins; Debbie Tour; Steve Powell; Ricardo Viera;
Danielle King; Milinda Neusaenger

- 17-129 I. **Call to Order**
President Franchina called the meeting to order at 6:02 p.m.
- II. **Public Comment Policy & Procedures**
- 17-130 III. **Approval of Minutes: Library Board of Trustees Meeting ~
September 14, 2017**
Vice President Guzmán, seconded by Trustee Maladecki, moved to approve the minutes for the September 14, 2017 Library Board of Trustees Meeting. Motion carried 5-0.
- 17-131 IV. **Staff Presentation: Summer Reading Program 2017 ~ Carolyn
McClendon, Erin Topolsky, Sara Bates**
- 17-132 V. **Financial Statements and Summaries: September 2017**
- 17-133 VI. **Statistics and Summaries: September 2017**
➤ **September 2017**
➤ **Circulation Year End FY 2017**
Assistant Director Moss informed the Board that due to Hurricane Irma and the number of days were closed, it was difficult to make a comparison between this year and last year.
- 17-134 VII. **Action Items**
- 17-135 **Election of Board Officers and Committee Appointments**
President: President Franchina was nominated by Trustee Maines. Trustee Maines, seconded by Vice President Guzmán, moved to approve the nomination. Motion carried 5-0.
Vice President: Trustee Maines nominated Vice President Guzmán. Trustee Maines, seconded by Trustee Vancol, moved to approve the nomination. Motion carried 5-0.
Personnel Committee: Trustee Maines is now the chair of the Personnel Committee.
Planning Committee: Trustee Vancol is now the chair of the Planning Committee.
- The Board agreed to appoint chairs to the remaining committees as needed. The committees are as follows: Finance, Marketing, and Partnership Committees.

- 17-136 **North Orange Parking Lot Contractor: Steve Powell**
Trustee Maladecki, seconded by Vice President Guzmán, moved to approve Cathcart Construction Company as the contractor for the North Orange Library Parking Expansion Project and authorize staff to attempt to negotiate a Stipulated Sum contract with Cathcart Construction Company. If a contract cannot be negotiated with Cathcart Construction Company, staff will re-advertise the project. Motion carried 5-0.
- 17-137 **Fifth Floor Architectural Fee Proposal: Steve Powell**
Trustee Maines, seconded by Trustee Vancol, moved to award a contract to Rhodes + Brito Architects in an amount not to exceed \$93,000 for Phase II of the 5th Floor Project and to authorize Mary Anne Hodel to execute the contract with Rhodes + Brito. Motion carried 5-0.
- 17-138 VIII. **Discussion and Possible Action Items**
- 17-139 **Director's Goals FY 2017 ~ 4th Quarter Update: President Lisa Franchina**
President Franchina reported that Director Hodel is on target with completing her goals for FY 2017.
- 17-140 **Strategic Plan FY 2017 ~ 4th Quarter Update: Trustee Richard Maladecki**
Trustee Maladecki reported that progress with the current Strategic Plan is positive and on target.
- 17-141 **Director's Goals FY 2018 ~ Draft**
Trustee Maines, seconded by Trustee Guzmán, moved to approve Director Hodel's goals for FY 2018. Motion carried 5-0.
- 17-142 IX. **Information**
- 17-143 **Herndon Branch Update: Danielle King**
Branch Administrator King briefed the Board regarding the current location of the Herndon Branch and the limited options for a possible relocation in the vicinity. She explained that the current location is in need of repairs and improvements and that other potential locations do not meet the size needs of OCLS. Discussion ensued regarding the branch and the proximity to Main and the Chickasaw location, as well as the need additional branch locations in other areas of the county.
- 17-144 **Director's Report**
The Friends of the Library had a terrific turnout for their Oktoberfest fundraiser this past weekend. They had an attendance of 213 and netted \$3,331. It was a fun event and the library received positive feedback from the attendees. Attendance topped the previous years and many said they were anxious to come back next year!
- The Board Meetings have alternated between Main and the Branches for over 15 years. Director Hodel asked if this is a practice that the Board still finds useful and informative. Discussion ensued about the logistics and practicality of having the meetings in the branches, as well as the ability for the Board to visit and tour branch locations and meet the staff. The suggestion was made to have quarterly meetings in the branches and the Board asked staff to draft such a schedule for consideration.
- 17-145 **Public Comment: Non-Agenda Items**
- X. **Adjournment**
Trustee Maladecki, seconded by Vice President Guzmán, moved to adjourn the meeting. Motion carried 5-0. President Franchina adjourned the meeting at 6:55 p.m.

Next Meeting Dates: 6:00 p.m. November 9, 2017 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- **WEDNESDAY** December 13, 2017 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801.

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

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