

**MEETING MINUTES**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**

**October 11, 2018**  
**Southeast Branch Library**  
**5575 South Semoran Boulevard**  
**Orlando, Florida 32822**  
**407.835.READ (7323)**

Library Board Present: Lisa Franchina (10/0); Marucci Guzmán (10/1);  
Richard Maladecki (10/1)

Library Board Absent: Ted Maines (1/1 - City)

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

- 18-115 I. **Call to Order**  
President Franchina called the meeting to order at 6:06 p.m.
- II. **Public Comment Policy & Procedures**
- 18-116 III. **Approval of Minutes: Library Board of Trustees Meeting ~  
September 13, 2018**  
Vice President Guzmán, seconded by Trustee Maladecki, moved to approve the minutes of the  
September 13, 2018 Library Board of Trustees Meeting. Motion carried 3-0.
- 18-117 IV. **Staff Presentation: Southeast Welcome ~ Paolo Melillo & Jackie Zumaeta**
- 18-118 V. **Financial Statements and Summaries: September 2018**  
Brief discussion ensued regarding impact of the upcoming vote on the homestead exemption.
- 18-119 VI. **Dashboard: September 2018**  
➤ **September 2018**  
➤ **Circulation Year End FY 2018 ~ Preliminary**
- 18-120 VII. **Action Items:**
- 18-121 **Approval of Document for State Aid to Libraries: Annual Plan of Service FY 2019**  
Trustee Maladecki, seconded by Vice President Guzmán. Moved to approve the Annual Plan  
of Service for FY 2019. Motion carried 3-0.
- 18-122 **Election of Board Officers and Committee Appointments**  
President Franchina tabled this until next month.
- 18-123 VIII. **Discussion and Possible Action Items**
- 18-124 **Director's Evaluation & Personnel Committee Meeting: Evaluation and Minutes  
Approval: President Lisa Franchina**  
President Franchina chaired the Personnel Committee. As Committee Chair, she tapped Vice  
President Guzmán, Trustee Maines and Friends of the Library Vice President Crockett  
Bohannon to be on the Committee. She reported that the Committee met on October 8, 2018  
in order to evaluate Director Hodel's performance for FY 2018. The Personnel Committee  
discussed and evaluated Ms. Hodel's performance for each category listed on the evaluation  
form: Mission and Strategic Planning, Public Relations, Fundraising and Library Perspective,  
Steward of Collection, Steward of Capital Resources, Technology Development, Fiscal  
Responsibility and Stewardship, Employment and Staffing, and Training. In each category,

as well as the overall rating, the Personnel Committee gave Ms. Hodel the same rating: Far Exceeds Requirements. The Committee made the following recommendations to the Board:

1. Rate Ms. Hodel's overall performance as Far Exceeds Requirements.
2. Award a 3.5% raise to Ms. Hodel effective with the pay period beginning September 30, 2018.
3. Consistent with the FY 2019 Compensation Plan for all staff, award Ms. Hodel 60 hours of additional non-reoccurring vacation, for the current year based on her overall Far Exceeds Requirements rating.

Trustee Maladecki, seconded by Vice President Guzmán, moved to approve the Personnel Committee's recommendations and the meeting minutes. Motion carried 4-0.

18-125

### **Director's Goals FY 2018 ~ 4<sup>th</sup> Quarter Update: President Lisa Franchina**

President Franchina stated that Director Hodel is meeting her goals and cited the following progress: there has been further development of customer service with new hires, the Children's Initiative Committee is working on an outreach video to share with staff when they visit schools, the Library U Committee is already planning for 2019, the Fall Family Fun kicked off in September and was very popular, the OPL Career Fair attendance was 165 and some individuals received job offers on the spot, the Melrose Meet-Ups continue to grow exponentially, twelve locations are teaching ESOL classes with Winter Garden as the most recent addition, 241,509 Virtual Library Cards have been issued to OCPS students and teachers and it has been expanded to include charter schools.

18-126

### **Strategic Plan FY 2018 ~ 4<sup>th</sup> Quarter Update**

18-127

### **Director's Goals FY 2019 ~ Draft**

Trustee Maladecki, seconded by Vice President Guzmán, moved to approve the Director's Goals for FY 2019. Motion carried 3-0.

18-128

## **IX. Information**

18-129

### **Director's Report**

- Chief Branch Officer Craig Wilkins announced his retirement after working 37 years for OCLS.
- On October 18, 19 and 20, the national nonprofit organization [StoryCorps](#) is coming to the Orlando Public Library to record 15 stories from library customers and employees about how the Orange County Library System has had an impact on their lives. One of the 15 stories they record will be edited for possible use on National Public Radio, and the Orange County Library System will receive all of the raw audio files from the recordings to use as we see fit. This opportunity was made available to us as part of our IMLS National Medal honor.
- The Friends of the Library Booktoberfest celebration last Friday, 5 October was the best yet in the years it has been offered. Gross income was \$10,631 this year versus \$6,827 last year. Net profits were \$6,291 this year and \$3,331 last year. More people attended and more auction items were offered. In spite of last minute slips by a vendor. The event proved to be one of fun, merriment and a renewed interest in the FOL and the Library itself. The great diversity of the audience spoke volumes about the bedrock of this library. Kudos to Community Relations and all the many volunteers who made this extraordinary event possible.
- We have a signed lease for the new location for the Edgewater Branch and will be renaming the branch.
- The Florida Humanities Council is very interested in the ESOL initiative we developed with a grant from them. Director Hodel and CBO King gave a report to them in St. Petersburg.

18-130

### **Public Comment: Non-Agenda Items**

X. **Adjournment**

President Franchina adjourned the meeting at 6:37 p.m.

**Next Meeting Dates:** November 8, 2018 ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 ---  
December 12, 2018 ~ **WEDNESDAY** ~ 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.**