

MEETING MINUTES
ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES

September 12, 2019 ~ 6:00 p.m.

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

Library Board Present: Lisa Franchina (9/0); Marucci Guzmán (9/1);
Ted Maines (12/3 - City); Richard Maladecki (9/0);
Nicole Benjamin (6/1 – City)

Administration Present: Mary Anne Hodel; Debbie Tour; Danielle King; Ricardo Viera;
Bethany Stone; Kris Shoemaker; Milinda Neusaenger

Administration Absent: Steve Powell

- 19-108 I. **Call to Order**
President Franchina called the meeting to order at 6:01 p.m.
- II. **Public Comment Policy & Procedures**
- 19-109 III. **Approval of Minutes: Library Board of Trustees Meeting ~ August 8, 2019**
Vice President Guzmán, seconded by Trustee Maladecki, move to approve the minutes for the August 8, 2019 Library Board of Trustees Meeting. Motion carried 5-0.
- 19-110 IV. **Staff Presentations: None**
- 19-111 V. **Financial Statements and Summaries: August 2019**
- 19-112 VI. **Dashboard: August 2019**
CBO Stone highlighted some recent events that had a positive impact on attendance. These events included the end of summer events at several locations with attendance of 1,100 and the annual Romance, Wine & Chocolate event at Chickasaw that had 129 in attendance despite the forecasted Hurricane Dorian.
- 19-113 VII. **Action Items**
- 19-114 **Consent Agenda Items:**
Trustee Maladecki, seconded by Trustee Maines moved to approve the items on the Consent Agenda. Motion carried 5-0.
- 19-115 **Approval of Document for State Aid to Libraries:**
➤ **Annual Plan of Service FY 2020**
The Board approved the Annual Plan of Service for FY 2020.
- 19-116 **Request to Serve Alcohol**
The Board authorized the serving of alcoholic beverages in accordance with the Board-approved policy at the Booktoberfest event on October 4, 2019 at the Orlando Public Library.
- 19-117 **Non-Consent Agenda Items:**
- 19-118 **Mechanical, Electrical and Plumbing Continuing Contracts: Kris Shoemaker**
Vice President Guzmán, seconded by Trustee Maladecki, moved to approve the following ranking of firms for Continuing MEP Engineering Services Selection for the

Library, and to authorize staff to negotiate a Continuing Services contract for MEP Engineering services with the approved firms in order of rank.

1. TLC Engineering (TLC)
2. C&S Consulting (C&S)
3. Hanson Engineering (HANSON)

Motion carried 5-0.

19-119

Architectural Engineer Continuing Contracts: Kris Shoemaker

Vice President Guzmán, seconded by Trustee Benjamin, moved to approve the following ranking of firms for Continuing AE Services Selection for the Library, and to authorize staff to negotiate a Continuing Services contract for AE services with the approved firms in order of rank.

1. Borrelli & Partners (BORRELLI)
2. Song & Associates (SONG)
3. KMF Architects (KMF)

Motion carried 5-0.

19-120 VIII.

Discussion and Possible Action Items

19-121

Bathroom Renovation Update: Kris Shoemaker

The Board requested an update regarding increasing the size of the doors and walls for the recently approved and upcoming bathroom renovation projects at the Southwest, South Trail and Southeast Branches. CFO Shoemaker informed the Board that in addition to 60-inch doors and walls, 72-inch ones are available as well. He further stated that both sizes of the doors will have piano hinges that block the gaps between the doors and the walls, thus preventing someone from peeking in a stall. He further stated that the 72-inch doors and walls will make it difficult for floor cleaning and ensuring there is only one person in a stall at a time. Discussion ensued regarding safety and privacy, as well as the potential of the 72-inch doors and walls not being available in time to complete the Southwest bathroom renovation, the first project, on schedule. Trustee Maines stated it is important for transgender customers to feel safe and secure while using the restroom. Further, it was discussed that plumbing changes should not be made to accommodate the 72-inch doors and walls.

Trustee Maines motioned to use 72-inch walls and doors for these three branch renovation projects that can accommodate them. Trustee Maladecki seconded the motion with the caveat that the Southwest Branch bathroom project is not delayed if the taller walls and doors are not available in time to finish the project on schedule. President Franchina added that this change is only for these three bathroom renovation projects and not a policy change. Motion carried 4-1, with President Franchina voting nay.

19-122

Closed Day Schedule FY 2020

19-123 IX.

Information

19-124

Director's Report

Permission to enter the West Orange parcels the Library is considering purchasing should be given sometime in October 2019. The Library is arranging to contract with a firm to inspect and perform certain soil tests on the properties to determine suitability and percentage of usable, buildable space.

The Library has had favorable conversations with the City of Orlando to lease a parcel of land in the Lake Nona area for a potential branch site.

19-125

Public Comment: Non-Agenda Items

X. Adjournment

President Franchina adjourned the meeting at 6:53 p.m.

Next Meeting Dates: October 8, 2019 ~ **TUESDAY ~ Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801 --- November 14, 2019 ~ Fairview Shores Branch Library; 902 Lee Road; Orlando, Florida 32810.**

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.