

**MEETING MINUTES**  
**ORANGE COUNTY LIBRARY SYSTEM BOARD OF TRUSTEES**  
**September 9, 2004**  
**South Trail Branch Library**  
**4600 South Orange Blossom Trail**  
**Orlando, Florida 32839**  
**407.858.4749**

- 04-163 I. **Call to Order**  
Board Members Present: Tom Kohler (9/1); Sara Brady (9/1); Gloria Fernandez (9/0); James Tyson (9/0); Matthew Pardy (7/0)
- Library Administration Present: Mary Anne Hodel; Debbie Moss; Robert Tessier; Carla Fountain; Eric Atkinson; Marilyn Hoffman; Craig Wilkins; Kathryn Robinson; Milinda Neusaenger
- President Kohler called the meeting to order at 7:00 p.m.
- 04-164 II. **Public Comment**  
Public comments of items listed on the agenda will occur just prior to the Board's discussion and possible action of the agenda item. Public comments of items not listed on the agenda will occur at the end of the meeting agenda.
- If a request is made for written comments to be included in the official record of this meeting, it is helpful if the requestor is able to provide the comments in an electronic format. However, this is not required. This is to ensure the completion and accuracy of the official record when posted on the Library's website, [www.ocls.info](http://www.ocls.info) . For more information, contact Milinda Neusaenger at 407.835.7611 or [neusaenger.milinda@ocls.info](mailto:neusaenger.milinda@ocls.info) .
- 04-165 III. **Approval of Minutes: Library Board of Trustees Meeting – August 12, 2004**  
Trustee Brady requested a change to be made to the *Talking Books Program* item (#04-147) of the meeting minutes. She requested that in the last paragraph of page three, the phrase *in the future* be changed to *next year* in order to correctly reflect her statement.
- Trustee Brady, seconded by Trustee Pardy, moved to approve the minutes, with changes, for the August 12, 2004 Board of Trustees Meeting.  
Motion carried 4-0.
- Trustee Tyson joined the meeting at 7:10 p.m.
- 04-166 IV. **Staff Presentation: Central Florida Reads – Marilyn Hoffman**  
Community Relations Manager, Marilyn Hoffman, shared information regarding the upcoming *Central Florida Reads* program. Each year the Central Florida Reads steering committee chooses one book for the community to read. Community partners involved on the committee are: OCLS, Friends of the Orange County Library System,

Barnes & Noble, Orlando Sentinel, Orange County Public Schools, Rollins College, University of Central Florida, Maitland Public Library, and Winter Park Public Library. This year the committee chose the book *Before Women Had Wings*, by Connie May Fowler. Each year the committee endeavors to choose a title that has a Florida Connection. *Before Women Had Wings* is set in Florida and also addresses alcoholism and child abuse. Ms. Hoffman explained that the author, Ms. Fowler, is currently the Writer-in-Residence at Rollins College. Ms. Hoffman also shared information regarding the many programs that will be held in conjunction with the Central Florida Reads event, including programs presented by the Florida Audubon Society, and Steven Deli, the owner of Orlando Harley Davidson, Inc. The grand finale of Central Florida Reads will be the Second Saturday program with the author Connie May Fowler. Trustee Tyson suggested that it would be a good idea to have information available regarding community organizations that provide assistance and counseling for child abuse and substance abuse. Brief discussion ensued.

- 04-167 V. **Financial Statements and Summaries: August 2004**  
Comptroller Robert Tessier spoke briefly regarding the upcoming Budget Hearings to be held at 5:01 p.m. on September 16<sup>th</sup> and 28<sup>th</sup> at the Orange County Administration Building.
- 04-168 VI. **Statistics and Summaries: July 2004 Reports**  
Assistant Director Debbie Moss spoke briefly regarding the July statistics. Assistant Director Moss stated that many customers were coming in to use the computers and check email due to power outages at their homes. She also said that customers had very positive reactions regarding the backdating of items that were due during Hurricanes Charley and Frances. Brief discussion ensued.
- 04-169 VII. **Action Items**
- 04-170 **Board of Trustees Meeting Schedule FY 2005**  
Trustee Fernandez, seconded by Trustee Tyson, moved to approve the Board of Trustees Meeting Schedule for the Fiscal Year ending September 30, 2005. Motion carried 5-0.
- 04-171 VIII. **Discussion and Possible Action Items**
- 04-172 **Main Library Retail Space Concept**  
President Kohler stated that OCLS has been approached by local businessperson, David Siminou, who is interested in constructing and operating a multi-use retail facility on the west side of the Main Library. Mr. Siminou has indicated he will pay for the expense of a market analysis to determine if the project could be a successful one. Brief discussion ensued and there was a consensus among the Board that they are in favor of exploring and analyzing the concept of creating a multi-use retail space in the Library based on there being no costs incurred by the Library.

04-173 IX. **Information**

04-174 **Director's Report**

! The Library Administration would like to recognize the following staff for delivery above and beyond the call of duty during our recent emergencies. Everyone's patience, flexibility, and dedication have been very much appreciated. We have a great staff and the Charley and Frances brought out the best in the staff. Here are a few special illustrations:

To Pam Bergner, Facilities and Operations, who did drip duty at Main on Monday placing some containers under some of our leaks!

To the Main Library Lobby and Shelving staff, who did an excellent job on Tuesday helping the throngs of people who were very glad we were open!

To Craig Goetzke for his early and quick response. Although staff were not required to be here until noon, he was at Main by 7:00am. Not only that, but he got the chillers up and running. Thanks to his efforts the staff and patrons were a lot more comfortable than they otherwise would have been without AC. Tuesday morning we owed the cool comfort to Craig Goetzke who deserves a round of applause!!!!

To Eric Atkinson, Information Systems, who came in and among other things made new signs to notify the public that we would not open until 1:00 on Tuesday.

To Alafaya Staff: Wendy Nowell and Wendy Broderick in particular worked like whirling dervishes during Charley. Alafaya was without power for several days and they sweated and toiled with a great attitude and lots of fortitude. Most of the time was spent dealing with the book drop, which was in constant use, shelving and weeding. At Alafaya several of our shelvers and clerks helped out with shelving and organizing all the material that came through the book drop. Wendy Broderick and Edel Ripley got coffee for the staff one morning at the Tire Kingdom and Wendy surprised the staff by bringing in a thermos of hot coffee on another morning. Phone calls were pretty constant and they answered many questions about "where do we get the free ice" and "I was just calling to see if you were open." They also called patrons who had books delivered to Alafaya for pick-up so that they could come by and get their books. Many of the staff went to work at Herndon which was very busy with their patrons and those who usually use Alafaya. During Frances, Katie McNair and Laura Jobes offered to come in after the worst blew through to help tag the collection as they know we're under a deadline to get that completed, and Marchia Scioville came in to check on the book drop. It was a good thing she did because someone had taken down our Book Drop Closed signs that were heavily taped over the outside book drop and there was a lot of material to sort through!

To Finance Staff and special mention to HR: Inma Fuentes, Vivian Nguyen, Griselda Melgoza and Rachel Boevers who pulled together as a team to get payroll entered and balanced a day before it was scheduled due to Hurricane Frances. Within short notice, they worked very hard and even stayed late to meet the earlier deadline. They were in Category 5 payroll mode and due to their efforts we were paid on a timely basis. Also, a big thanks to the managers, Lydia Peters and Tonia Hinkle for getting the timesheets in early. The team is just great!

To Lynette Schimpf for her stick-to-itiveness after Charley. She went for a long time without power, cable and phone, a tree clipped her house, her sewer backed up and she had a flat tire! Despite all of these impediments, Lynette was at work everyday and tried to cheer up others who were dealing with the fallout.

-Mary Hubbard is to be commended for being at work on time every day after Charley with a tree on her roof! Not only was Mary at work, but she choose her attitude and she was smiling and helpful to everyone. Even when Mary got a flat tire, she made it to work on time. During Frances, Mary was on vacation and even on vacation Mary found a way to call some co-workers and check on them during the storm. Thanks Mary for your dedication, positive attitude and team spirit.

To Branch Librarian Nicole Heintzelman who offered to work for manager Toni Ripley even though she was not scheduled for the PM shift. Toni's home sustained damage during both "canes and Nicole knew Toni needed a little rest! Even though Herndon was not open, it was still a demonstration of Respect to care about her co-workers!

! The Branch locations came through this Hurricane ok. No major structural or water damage to any location, with exception of Herndon. Power is now on at all locations. It had been off at North Orange until Wednesday, 8 September 2004.

Southwest remains closed (no new damage) as repairs from Charley are not complete. Ceiling repair is now complete and the Branch will open tomorrow, 10 September 2004.

A few Branches reported minor leaks, signs or trees down, or other small items but in the scope of things, we came through fine.

At Herndon, the roof leaked and several large puddles of water developed. The leaks wet 3 or 4 computers and damaged some drywall. We're awaiting the electrician to arrive and check out possible circuit problems. Herndon may be delayed in opening depending on the cleanup efforts.

! At the Main Library, we did end up with some leaks on different floors, due to the heavy rains from Hurricane Frances. They occurred at the following locations:

Director's office; Admin Team conference room 5<sup>th</sup> flr; Copy machine room on 5<sup>th</sup> flr; Entrance to Branch Administrator's office on 5<sup>th</sup> flr; Outside of Branch Administrator's office on 5<sup>th</sup> flr; 5<sup>th</sup> floor elevator lobby; East end of reception area of HR 5<sup>th</sup> flr; Outside of vault 5<sup>th</sup> flr; Above one of the desks in Finance and other side of wall in former print shop on 5<sup>th</sup> flr; Meeting room hall outside of Cypress Room on 3<sup>rd</sup> flr; Outside of entrance to Facilities & Operations on 5<sup>th</sup> flr; Lounge area in Staff Room on 2<sup>nd</sup> flr.

! OCLS was closed Friday and Saturday for the Hurricane. We were already scheduled to be closed on Sunday and Monday. When the libraries opened at 1:00 pm on Tuesday, every location reported crowds wanting to use our services, especially email and Internet access.

04-175           **Winter Garden Project Summary**  
Comptroller Tessier briefly discussed the progress of the Winter Garden Branch construction.

04-176           **Holiday and Closed Day Calendar FY 2005**

04-177           **Public Comment: Non-Agenda Items**  
Nicole Hugues, Orange County Resident, spoke regarding the Talking Books collection and invited the Board and Library Staff to attend the monthly meetings held by the Mid-Florida Council of the Blind and the Central Florida Chapter of the National Federation of the Blind of Florida.

X.     **Adjournment**

President Kohler adjourned the meeting at 8:05 p.m.

**Next Meeting Dates:** --- October 21, 2004 – Orlando Public Library; 101 East Central Boulevard; Orlando, Florida 32801  
--- November 11, 2004 – Southeast Branch Library; 5575 South Semoran Boulevard; Orlando, Florida 32822.

**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.**